

Meeting of Muehl Public Library Board
Monday, January 2, 2023
5:30-6:30 p.m.
Muehl Public Library meeting space

Members Present: Board President-Jason Finn, Pat Krull, Darla Dorosz, Kristen Diermeier, Lila Zastrow, Adam Schaumberg, Sandy Heiden
Library Director-Elizabeth Timmins

Call to Order

- Happy New Year, 2023!
- Thanks to Desiree Steltz for 6 years of service on our board!
- Welcome aboard Adam Schaumberg. 😊
- FMPL Holiday Raffle winners!

Reports

- Minutes—November 7, 2022
 - Motion to approve the minutes by Pat K.; second by Kristen D.; motion carried.
- Director's Report—December 2022
 - Extremely busy month, filled with lots of wonderful events!
 - Thanks again to Elizabeth for her leadership
- Financial Report—November 2022
 - Approved via email, as no December meeting
- Financial Report – December 2022
 - Motion to approve the financial report by Sandy H.; second by Darla D.; motion carried.
- Activities Report—Complete through end of November 2022
 - Discussion on pre COVID numbers, compared to current
 - Increase in programs will bring up the attendance numbers, as community health allows

Unfinished Business

- ET's performance review for 2022 complete, thank you!
 - Copy shared with board
 - Template created and shared with Elizabeth for next year
 - Elizabeth included her goals for 2023
- Annual Report, will be prepared for your approval at the Feb 6 board meeting
- Installation of wireless access point
 - Thanks to patron, Al Swanson, for showing up at just the right time to help install the new WI FI point on the ceiling.
 - Elizabeth did the best she could, after following the instructional video!

- Meeting with the mayor
 - Postponed until March...waiting on confirmation
 - Discussion on purpose of the meeting ensued, to bring new Trustee up to speed
- New monitor for ET's laptop
 - Still under warranty, OWLS is providing assistance with this.
 - Perhaps a stand-alone monitor would be a good investment for Elizabeth's desk, so she can easily continue to work in her office, instead of the meeting room on the large screen

New Business

- Legislative Day, February 7, 2022, in Madison, day after Board meeting, board meeting (2/6) will be virtual
 - Discussion on meeting schedule with representatives
 - Pat K. noted that after redistricting, our representatives may have changed.
- Contact list with contact information for board members
 - Updated to reflect 2023
- Volunteer policy, so far gathering ideas from different sources
 - Elizabeth will work on a background document, just to inform our volunteers of the history, purpose, and programs of the library.
 - E shared a like document from the Head Start program
- Back to back programs in honor of Frank Lipp on 3.14 and 3.15 (will be publicized in that manner)
 - Based on a suggestion from the Friends of the MPL!
- <https://dpi.wi.gov/sites/default/files/imce/libraries/Publib/Gov-Admin/2020TrusteeEssentials.pdf>
 - Trustee Essential #20 (numerical order) Library Board and Building Accessibility
 - Discussion by board on accommodations made at the library

All board business was concluded at 6:25, the meeting adjourned.

The next meeting will be held virtually, Monday, February 6, 2023, 5:30 PM