

Meeting of Muehl Public Library Board
Monday, April 3, 2023
5:30-6:30 p.m.

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

Regrets: Sandy Heiden and Kristen Diermeier

Call to Order The meeting was called to order at 5:30 p.m.

Announcements:

- Estate Planning program, April 19
- Anime Afternoon, April 29
- Pop-up Easter Egg Program, April 4

Reports

- Minutes—March 6, 2023
 - Motion to approve the minutes by Pat Krull; second by Lila Zastrow; motion carried.
- Director's Report—March 2023
 - Thanks to Jason for playing Easter Bunny! Darla remarked on another busy month!
- Financial Report—March 2023
 - Darla moved to approve the financial report as is and Adam seconded. The motion carried.
 - ET thought there might be cross bills between libraries. Having none, the report did not need to be amended and re-approved.
- Activities Report—Complete through end of February 2023
Accepted as presented.

Unfinished Business

- Our story
ET finally completed it by updating the Wikipedia article about the library. However, it can be months before Wikipedia will upload the new story! Gggrrr
- Library app
The app is up and running. Feedback is welcome! Yes, you will be able to use the app instead of carrying your library card. However, we will need a new barcode scanner to be able to scan the library barcode in the app. ET will contact Julie at OWLS and place an order for one.
- Choose your own adventure (wow, Colette!) 42 possible endings!
ET could not make it to Literacy Night at Rock Ledge due to Makerspace class. However, she wanted the library to be represented. So Colette made this magnificent book.

This should be added to the library website and the app if possible! Thanks to Darla and Kristen for promoting this up at school.

- Capital Campaign for Expansion
Chad/OWLS has made a great packet of materials. ET will gather up the original planning team to meet and discuss dissemination of the packet. Currently at the credit union there is \$113,000 deposited.
- Ideas you have about the library's budget future
Yes, Sean/City Administrator responded to email seeking City survey responses about the library. ET can go over to City Hall and photocopies of remarks re: the library after Easter.
ET should ask staff if they have any ideas about the budget future. The more ideas the better. ET wants to be careful to not erode morale.
Pat asked if other municipalities are asking their libraries to cut this drastically, 40-50,000. "No."
Tasks: Find out more about the fund balance. Talk to staff. Find out when budget, 2024 is due. Tabulate surveys.
- Makerspace educator certificate, Module 2 almost completed
Course is still going very, very well. Currently learning how to make thinking (of learners) visible!
There is a new librarian hired up at school with an MLS and Makerspace knowledge!
- OWLSnet Network Collection Policy; OWLS Information Security Policy (implications of both for our work flows)
These documents were shared out at AAC.
Just like the rest of the world, we must tighten up our security and we must have staff be careful about how they handle data.
There will be ongoing improvements in our practices.

New Business

- Library Board and Accessible Services (Trustee Essential #21)
We are concerned about our hearing loop. Does it need to be replaced?
- ET's vacation will fall week prior to May board meeting. She will get paperwork to you during the week of April 17. Thank you.

All board business was concluded at 6:29, the meeting adjourned.

The next meeting will be held Monday, May 1, 2023, 5:30 PM *As early as you can get!
ET will send out as much as possible prior to departure for vacation April 21. And she will be returning from vacation on April 30.