

**Meeting of Muehl Public Library Board**  
**Monday, June 5, 2023**  
**5:30 PM**

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

**Call to Order**

**Reports**

- Minutes—June 5, 2023
  - Motion to approve the minutes by Kristen D.; second by Darla D.; motion carried.
- Director's Report—May 2023
  - Elizabeth had busy month preparing for the summer reading program, All Together Now
  - She got to meet the Ann Marie, who now works at the Black Creek Library
- Financial Report—May 2023
  - Motion to approve the financial report by Sandy H.; second by Lila Z.; motion carried.
- Activities Report—Complete through end of April 2023...continual increase in patronage!

**Unfinished Business**

- ALL TOGETHER NOW, tasks and calendar in one handout. Snafu with open hours—
  - Carol corrected all of them. Thanks.
  - Bubble Wonders will start everything off!
- Library budget for 2024, what we know. (a pdf will be sent)
  - Board discussion led to decision to ask the city for staff raises...only fair as all other city workers received raises this year!
- Safety audit and addressing infractions.
  - Interesting activity for Elizabeth to be aware of...she shared the list with the board and assured us that all infractions will be addressed
  - Interesting that the electrical panel is NOT labeled???
  - Ladder will be securely stored and cleaning products will be clearly labeled
- Updates: Author, student and phones (pertinent pdf attached)
  - Author cancelled, phones per the OWLS policy will prevent them from being able to join the city's new phone system...technology!
- Summer reading helpers (Cathy, Kaedyn & two opportunities!) and interest, hurrah! 😊
  - Thanks to Cathy Krull and Kaedyn Struthers
  - Possible intern from Oconto County
  - Guinea pig podcast about pets in the library!
- Makerspace practicum, fall semester
  - Elizabeth will contact Allie Monfort about coordinating some activities with Rock Ledge P & I

### **New Business**

- <https://dpi.wi.gov/sites/default/files/imce/libraries/Publib/Gov-Admin/2020TrusteeEssentials.pdf>

Trustee Essential #25 Liability Issues (p. 141 and 142)

**Note: Chapter pdfs no longer posted.**

Discussion on Open Records...email reminder sent

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

The next meeting will be held Monday, August 7, 2023, 5:30 PM