

## BLACK EARTH PUBLIC LIBRARY BOARD MEETING

Wednesday, July 20 at 7:00 p.m.

1. Call to order
  - called the meeting to order at 7:03 pm
2. Roll call of members
  - Present: Munson, Moore, Schuetz, and Anderson
  - Colby unable to attend
  - Moyer arrived at 7:04 pm
3. Proof of posting
  - read the proof of posting
4. Adoption/amendment of agenda
  - Motion by Moyer to accept the agenda.
  - Second Munson
  - Motion passed
5. Reading and approval of minutes
  - Motion by Moyer to accept the minutes for June
  - Second by Schuetz
  - Motioned passed
6. Friends of the Library update
  - Meeting on July 6th
  - Next fundraiser is the pie auction on July 26th
  - Book and Bake Sale August 12th and 13th
  - Leftover books will go to Second Chapter, and Better World Books
7. Village update (Moyer)
  - Meeting on 7/6
  - All the field days applications were approved
  - During the August 2nd meeting, the leadership of New Heights Church is coming to the Board meeting to discuss the building in town
8. Treasurer's Report (Schuetz)
  - Presented by Schuetz
  - Motion by Moyer to approve
  - Second by Moore
  - Motion passed
9. Action on bills
  - Motion by Schuetz to approve the bills
  - Second by Munson
  - Motioned passed
10. **Discussion/Action** on discussion with New Heights Lutheran Church leadership about their facility
  - Anderson talked about the possibility of converting the church building into a library space

- They provided drawings and some other information on the building
- The building is larger than what our current space needs assessment has determined we need, so there would be room for growth
- The building has no elevators, this would have to change if, we were going to use the building
- The leadership seemed interested in the library taking over the building, but it would need to be reviewed by their board as well.
- We would need estimates for an elevator, and a new boiler
- Would be helpful to create a document to outline what a ten-year plan for library services would look like.
- Anderson will attend the next village board meeting to discuss the space needs assessment

11. **Discussion/Action** on flooring options

- Estimates are included in the board packet.
- We carried forward the \$18,000 for the purpose of the flooring.
- We need to have additional estimates.
  - i. Anderson will look for additional estimates in the next month
- We would like to be prepared to vote next month

12. **Discussion/Action** on annual review timing

- There was a discussion of moving the timing of the annual review, however, the conclusion of the discussion was to leave the review timing as is.
- If the annual review is moved in the future it would need to be considered with a lot of lead time.

13. Director's Report (Anderson)

- In-person visits have been very high
- Busy summer programming in full-swing
- The escape room and board games event had 28 attendees. Very popular, had to split the group in two.
- Pop-up library at the farmers market was a fun event
- Received a grant for some library swag. These items will be given away at pop-up library events and other outreach.
- Planning a local author fair in October. We may need extra space for this event. Maybe partnering with other organizations in town for additional space (Historical Society and Fire Department are possibilities)
- Motion to approve the Director's report by Moore
- Second by Moyer
- Motion passed

14. Future agenda items

- Revisit flooring discussion

15. Next meeting

- August 16th, 2022
- 7 pm on zoom

## 16. Adjournment

- Schuetz moved to adjourn the meeting at 8:22 pm
- Munson seconded
- Motion passed