

Algoma Public Library
Board of Trustees Meeting Minutes
August 21, 2023

Members Present: Director Cathy Kolbeck, Nicole Meverden, Sue Hass, Midge Swedberg, Lila Schlorf, Diana Vlies

Members Excused: Katie Strutz, Linda Sherman

The August 21, 2023 meeting of the Board of Trustees of the Algoma Public Library was called to order by Nicole Meverden at 4:04pm. A motion to approve the agenda was made by Midge Swedberg seconded by Sue Hass, motion carried.

PUBLIC INPUT: None

A motion to approve the minutes of the July 17, 2023 meeting of the Board of Trustees of the Algoma Public Library was made by Diana Vlies, seconded by Midge Swedberg, motion carried.

FRIENDS OF THE LIBRARY REPORT: Sue Hass gave an update on the Library Friends and the Book Corner. The Book Corner is as always looking for more volunteers.

DIRECTOR'S REPORT: Cathy gave an update on previous and upcoming library programs:

Our Summer Reading Program for children and teens ended on July 20. There were over 100 children and teens who signed up for the reading program.

The Outdoor Movie was held on Friday, July 21. The weather was great and the attendance was just over 300 people.

We are holding our Annual School Supply Drive. The donations will be handed out to local teachers from public and parochial schools during our annual Teacher Meet & Greet held on August 29.

Storywalk on the Boardwalk went up on August 9 and will be taken down within the next couple of days.

Some upcoming library program highlights include:

- Outdoor Games on Tuesday, September 5th at 3pm to celebrate the start of the school year.
- Bug Tussel will be at the library on Saturday, September 9 at 10:30am with their program, "How the Heck Does This Thing Work-Computers for Beginners".
- Case of the Monday's Escape Room on Monday, September 11th. There will be timeslots that people can sign up for.
- 1000 Books Before Kindergarten Kick-Off Storytime will be held on Tuesday, September 12th at 10am.
- Virtual Reality Open Play will be held on September 12th from 1:15pm-5pm.

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Cathy mentioned just a few reference questions that came up during the past month, which shows how much of a resource the library is for our community.

- We've helped an individual update his Xbox and set up a profile on it.
- We have an individual who needed help filling out an "oversize/overweight" permit for a boat. Although staff had no experience with this, we set him up on a computer and helped him find the appropriate document and information.
- Recently staff have also helped someone who is starting a Small Business to set up an email and a Facebook Page. And just this past week have helped someone with texting and making phone calls on a new phone.

TREASURERS REPORT: Revenues and disbursements were presented to the Library Board.

LIBRARY BILLS: A motion to approve the August expenditures was made by Lila Schlorf seconded by Diana Vlies, motion carried.

OLD BUSINESS: Discussion of 2024 library budget. A motion to approve the 2024 library budget was made by Sue Hass, seconded by Diana Vlies. Motion carried.

NEW BUSINESS: 2023 Library of Things Policy : A Motion to approve the Library of Things Policy as presented was made by Midge Swedberg, seconded by Sue Hass. Motion carried.

Library Building Update: Cathy talked about the need for new carpeting and if we should go ahead and continue to look at replacing the carpeting. Our current carpeting was put installed in 2003. This project had been put on hold after a previous City Administrator had said not to do any building updates. The board directed Cathy to go ahead on getting updated estimates on replacing the carpeting as well as estimates from a company to move and store bookshelves and books.

Library Staffing: The library is in the process of hiring a library aide. Also talked about was how staffing the library was working with the hours of the new hire in June. The board has given Cathy the go-ahead on working on a Job Description for another part-time hire to cover some of the desk hours. This will be looked at during next month's Library Board Meeting.

ADJORN: A motion to adjourn was made by Midge Swedberg, seconded by Sue Hass, motion carried. Meeting adjourned at 4:50pm. The next meeting of the Algoma Public Library Board of Trustees will be Monday, September 18, 2023 at 4:00pm.

Minutes Recorded by Lila Schlorf & Written by Cathy Kolbeck
Algoma Public Library Board of Trustees
August 22, 2023