



## The Colfax Public Library Board

December 19, 2023

President Claudia Kressin called the meeting to order at 5:30 p.m. in person.

### Attendance

- Members present: Nancy Baumgartner, Eve Suckow, Claudia Kressin, Jeanne Herrick, Abbie Hartung, Megan Cormican, Gary Stene, and Library Director Lisa Bragg-Hurlburt
- Non-members present:

Quorum: A quorum has been established.

Open meeting law: We are in certification of compliance with the open meeting law.

### Approval of Agenda

- Eve Suckow made a motion to accept the agenda. Nancy Baumgartner seconded the motion. Unanimously approved by the Board.

### Approval of Minutes

- Eve Suckow made a motion to approve the minutes of November 2023. Nancy Baumgartner seconded the motion. Unanimously approved by the Board.

### Approval of Bills

- Nancy Baumgartner made a motion to approve the bills for November 2023. Eve Suckow seconded the approval. Unanimously approved by the Board.

### Director's Report (September and October)

- Library Director Lisa Bragg-Hurlburt completed her Library Management class and now has 96 credits toward the 100 credit continuing education requirements by the end of 2024.
- Second graders came to sing to the Library on December 13th. They toured the library and gave bookmarks to be handed out to patrons.
- Volunteerism and donations are at an all time-high. There are six volunteers. Some volunteer tasks are craft preparation, dusting and dry mopping the auditorium and stairway, putting books away, and covering books. The Library has received about \$4,000 in donations in 2023 (not including grants) and the Elevator Fund grew by \$15,000 in 2023.
- New employee Jess has started updating the Facebook page. Her next project is posting the Library Board's agenda and minutes to the website. She has been working with the Bloomer Library on homelessness training.

- Jess recently applied for and received a \$100 Woods Run grant. The grant will be used for a memory care kit to add to the Library of Things. Jess is pursuing adding daily state park passes for purchase at the library.
- In November, Library Director Lisa Bragg-Hurlburt applied for a \$10,000 - \$20,000 ALA accessibility grant for small and rural libraries. It is for holding community listening sessions about our building project and making improvements to the wheelchair ramp and side entrance. In December, she also applied for a \$1,000 grant from Penguin Random House that is intended for small libraries to purchase large fonts and audio books.
- Many new families have joined Story Time, Lego Club, and Evening Story Time. There is a Family Movie matinee planned on December 30th.

### Monthly Reports

Village Board Representative—Gary Stene

County Board Representative— Gary Stene

School Representative— Megan Cormican

- School will be on Holiday Break starting on Friday, December 22 and school resuming on Tuesday, January 2nd.

Building Remodel Group Representative—Nancy Baumgartner

- In total, there is \$142,753.00 in the Elevator Fund.
- Recently, there was a letter writing campaign to the area businesses. Recently, the basement was toured and there was discussion on space usage.

### Current Business

- Preliminary Plan for basement usage
- Updates to the Library Patron Rules of Contact and Internet Policy
  - Nancy Baumgartner made a motion to accept the changes of the Library Patron Rules with the exception of leaving “The Library reserves the right to inspect all bags, briefcases, backpacks, and other such items when the staff has reason to believe this rule has been violated.” Eve Suckow seconded the motion. Motion carried, passes six to one.
- Discussion of Chapter 5 of Trustee Essentials: Hiring a Library Director

Next Meeting: January 23 at 5:30 P.M.

Adjourn