



The Colfax Public Library Board  
November 21, 2023

Vice President Eve Suckow called the meeting to order at 5:33 p.m. in person.

Attendance

- Members present: Nancy Baumgartner, Eve Suckow, Jeanne Herrick, Gary Stene, Abbie Hartung, 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

- Gary Stene made a motion to accept the agenda. Jeanne Herrick seconded the motion. Unanimously approved by the Board.

Approval of Minutes

- Gary Stene made a motion to approve the minutes of October 2023 with the corrections of "There has been a decrease in the Elevator Fund" on the second line of the Building Remodel Group section to "There has been a decrease in the Administration Fund." Nancy Baumgartner seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Nancy Baumgartner made a motion to approve the bills for October 2023. Abbie Hartung seconded the approval. Unanimously approved by the Board.

Director's Report (September and October)

- Library Director Lisa Bragg-Hurlburt attended the Wisconsin Library Association (WLA) conference in Middleton. The conference had guest speakers in the library field, booths from different library vendors, and opportunities to network with librarians from across the state. Lisa won items that were donated to the library: three board games, two card games, and a crocheted "Pigeon" character.
- Library Director Lisa Bragg-Hurlburt is half-way through the Library Administration classes which are counted as continuing education credits.
- Two backpack kits were donated from the Fire Department.
- The Library of Things is fully operational and items have been checked out. This was paid for by a grant from the Women's Giving Circle of Menomonie.
- The Elevator Project received a \$5,000 and \$1,000 donation from different alumni in October. Scheels also donated \$500.

- The Village Properties Committee met on November 13 for an update on the basement being closed to the public. Library Director Lisa Bragg-Hurlburt listed reasons from the 1998 state inspection report, but also listed more detailed and extensive reasons for closing the basement given by Short Elliot Hendrickson, Apex Engineering, and L.L. Dahl Electric in a 1999 report. The Village was also given information for the basement's electrical problems in 011 by Cedar Corps.
  - Committee Chair Gary Stene asked that Rand and LYnn put together a list of properties owned by the village to create a capital improvement plan. He also thinks the state should look at the basement.
- November 29 Story Time has "Healthy Plate" theme and inviting families to donate non perishable foods.

### Monthly Reports

Village Board Representative—Gary Stene

- The Village has discussed a gradual creation of a capital improvement plan for the village to plan ahead for building repair and maintenance.

County Board Representative— Gary Stene

School Representative— Megan Cormican

Building Remodel Group Representative—Nancy Baumgartner

- In total, there is \$137,508.00 in the Elevator Fund.

### Current Business

- Discussion of Chapter 4 Trustee Essentials

Next Meeting: December 19 at 5:30 P.M.

Adjourn