



The Colfax Public Library Board

Date: April 15, 2025

President Claudia Kressin called the meeting to order at 5:31 p.m. in person.

Attendance

- Members present: Nancy Baumgartner, Eve Suckow, Claudia Kressin, Melissa Seehaver, Jeanne Herrick, 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 March 2025. Jeanne Herrick seconded the motion. Unanimously approved by the Board.

Approval of Bills

- Eve Suckow made a motion to approve the bills for March 2025. Nancy Baumgartner seconded the motion. Unanimously approved by the Board.

Director's Report

- New public computers paid for by United Way (St. Croix/Red Cedar Valley). IFLS installed all computers to help with tech support
- United Way (Chippewa Valley) donated 10 refurbished laptops for checkout. Cases are ordered and policies are being drafted and reviewed for approval by the library board.
- Volunteer (Denise) is coming 2 hours/2 days per week; will help with craft preparation with Jolene as well
- Busy month reported for library
- Applied for endowment grant from Community Foundation
- Applied for \$1,000.00 grant for teaching tools for children's programming (STEM, Art Supplies, Flannel Board)

Monthly Reports

Village Board Representative—Gary Stene

- Housing sold two lots to make into 4 lots and gonna put 4 townhomes (\$10,000/lot)

County Board Representative— Gary Stene

- No items to report

School Representative— Melissa Seehaver

- Two author visits during reading week: Kevin Lovegreen and Jeanne Stynizski
- First grade visits library in May 2025 to hear about Summer Reading Program

Building Remodel Elevator Fund Group Representative—Nancy Baumgartner

- Total Funds \$13,417.00 for matching funds (87 donations with an average \$150/person) \$26,834 in 2025 including the matching funds
- GRAND TOTAL: \$191,804.00
- Article in Volume One
- E article in Menomonie Minutes

Current Business

Lisa presented Chromebook Checkout Policy Board Discussion Included:

- (1) Change amount from \$150.00 to \$75.00 for any accessories that are damaged or lost
- (2) Do we want to collect driver license numbers to track chromebooks if they are not returned? Board discussed and did not think that was necessary at this time
- (3) How do we reset between uses so search histories are not visible to the next user? (IFLS suggested a factory reset between uses)

Nancy Baumgartner made a motion to approve the Chromebook Checkout Policy with the discussed change (item one above) Eve Suckow seconded the motion. Unanimously approved by the Board.

Lisa presented Hotspot Checkout Policy Board Discussion Included:

- Library has one hotspot that the library uses, but can be available for checkout. Will check out sparingly ; will not highly publicize availability

Nancy Baumgartner made a motion to approve the Hotspot Checkout Policy as presented. Eve Suckow seconded the motion. Unanimously approved by the Board.

Motion to adjourn by Nancy Baumgarnter; seconded by Eve Suckow.

Unanimously approved by the Board.

Meeting adjourned at 6:06 PM

Next Meeting: May 20, 2025 at 5:30 P.M.