

Hazel Mackin Community Library
Board Meeting Minutes for March 2024
March 26, 2024 at 4:30 PM

The meeting was called to order by President Donna Haugen at 4:30pm

Roll call, confirmation of quorum, and introduction of guests. No guests were present.

Board members: Donna Haugen (President, present), Mike Odden (Treasurer, present), Jon Weiss (Secretary, present), Peter Tharp (Trustee, present), Kaila Kastens (present), Rachael Ryan (present), and Director Tori Schoess (present).

Peter moved (Mike, 2nd) to approve the agenda; approved.

Public comments were called for; there were none.

Motion by Peter (Mike, 2nd) to approve the February meeting minutes with corrections; approved.

Motion by Mike (Donna, 2nd) to approve and pay the bills from the previous month; approved.

Motion by Peter (Kaila, 2nd) to approve this month's treasurer's report; approved.

Director Schoess presented her monthly report of library updates, program highlights and statistics.

First, in terms of updates, March has historically been a busier month for us due to Spring Break. We have been adding some new programs the last couple of months and are trying to incorporate more "all age" or "family" programs. So far they have been working well. We are also adding more programming on Saturdays. Next, we have a few lights that are out in the building. We just had them replaced in November of 2021 (lamps and ballasts) and December of 2022 (pendant lights above desk). NEO will be coming back out to take a look since they were LEDs that were installed. They are also looking to see if they are still under warranty. Third, we will be having an accessibility assessment/audit done April 24th. It will be conducted by The Center for Independent Living Western Wisconsin at no cost to us (IFLS is funding). The results of this audit are for informational purposes. We will have the information available, but it doesn't require us to make changes to meet ADA code. Lastly, the library's hot water heater also isn't working. Public works is coming out to look at it this week.

In terms of program highlights the following events are upcoming:

- We wrapped up our Spring Break bookmark challenge with 59 participants and 125 visits. Rock Painting had 41 attendees.

- Sue Lindahl led a card making class which was also full. We got a lot of really great feedback. Participants LOVED the class. She is going to teach a gardening class in May too. We can't wait!
- Teen D&D has grown into 2 groups that meet biweekly now.
- Upcoming programs include: Story time, Eclipse Viewing Party, Earth Day Paint and Pot, STEM, and Cup Decorating

Motion by Donna (Kaila, 2nd) to approve the director's report; approved.

Security Cameras- Discussion, future approval will occur next month.

Materials Selection/Collection Development Policy Review- Discussion about possible action, no changes were necessary, Motion by Rachel (Peter, 2nd) to approve the policy review; approved.

Survey Results- Discussion, The survey results indicated that patrons More hours, better teen section, quicker better selections, best-seller club books, placing holds for Roberts patrons before other patrons, increased romance section, more family programming on Saturdays.

No action plans from the survey and a future strategic plan will be developed from this survey.

Motion by Donna (Peter, 2nd) to adjourn the meeting; approved, adjourned at 5:08 pm.

Respectfully submitted, Jon Weiss, Secretary