

## Meeting Minutes – Cameron Library Board – February 24, 2025

Present: Char Tubbs, Judy Erickson, Wanda Johansen, Kathy Krug, Jeremy Tepaske, and Dawn Ayers.

Absent: Denise Paddock.

Minutes from the January 27 meeting were reviewed. Char moved to accept the minutes with a second by Jeremy.

### **Finance Report**

No change to the checking account balance: \$5,785.76. Deposits for programs that the Friends group paid for are not reflected in this amount and withdrawals to pay for the programs have not yet been taken out.

Copies & faxes for January 27 through February 24 totaled \$38.30.

Ardith provided Dawn with a detailed year-end budget report to aide in Annual Report prep. It appears that \$43.35 should be shifted into Utilities (220-000) to close out 2024. Utilities includes phone and T1 line. Wanda moved to shift \$43.35 from Postage (224-000) into Utilities (220-000) with a second by Kathy. Motion carried. The Barron County ACT150 check arrived in the amount of \$37,354; Act 150/420 arrived from Rusk County in the amount of \$531. Both checks were submitted to Village Hall.

### **Expenditures**

February expenditures: The Chronotype, \$166.10 for annual subscription; Baker & Taylor, \$36.95 for books; \$73, Postmaster for postage stamps; \$30, Ogema Public Library, patron-lost video.

Char moved to accept the February expenditures with a second by Judy.

### **Activities:**

1,736 items circulated in January, 901 items were borrowed from other libraries, 815 items lent to other libraries, 3 new patrons registered, 83 items added to the collection, 469 wireless users, 355 electronic check-outs and 337 website visits.

Saturday's Around the Farm Table event had 57 attendees.

The "Blind Date with a Book" program is in progress through the end of the month. A member of the Friends donated chocolate bars to attach to the books.

The Annual report was completed and submitted to the Library System by the required deadline.

Dawn attended the February Friends meeting. They are discussing the Camerama book, puzzle and plant sale. The main obstacle they face is able-bodied members. For instance, more people are needed to help move books outside for the sale and for digging plants to be transplanted to pots.

We have free virtual programming coming up. Gardening webinars with gardening expert and author Melinda Myers will take place on April 2, May 7, June 4. She will discuss Container Gardens, Vertical Gardening and Attracting Hummingbirds. Q&A is available for those who attend live; recordings are available for those unable to attend the live sessions.

Deb is recovering from surgery so she is spending time working on our website and attending virtual website training. She has found some corrections to make and has been making updates.

### **Facility Report**

Last week, Darlene reported to Dawn that the latch on the kitchen door has not been working properly for some time. The door appears closed and locked when it is not. This explains complaints of previously responsible groups uncharacteristically leaving the door open after using the Center. Dawn notified Public Works.

Missing plaques in the library have been found in the Center's closet on a stack of stored chairs, underneath items piled on the chairs. They will be rehung in the library when Dawn finds proper nails.

The DVD player for public movie viewing stopped working. Dawn and Elizabeth replaced it with the spare dvd player that was originally there, but removed and replaced with one from the school when troubleshooting the sound system. Now that the DVD player has been replaced, the sound system is again not working. Norm Yamada will be contacted regarding this.

Dawn will contact Public Works regarding repair for some of the library shelving. Spaces on the ends of the horizontal shelving is widening in some sections, and there is concern that the shelves could fall.

One globe light in the library appears to have a bulb burned out, and both light fixtures need to be cleaned.

The security system is up and running; the security panel has been replaced and we are arming the alarm every night. The fire security system has also been updated. Library staff has not been informed of the status of the security cameras, although installation personnel was in checking on that project.

### **Old Business**

At the January meeting, the library board discussed the MORE Directors' Council agenda item regarding Circulation Policy as it applies to prejudicial indicators on materials. At that time, Kathy expressed some concern about movie check-out policy as it pertains to minors. Dawn briefly addressed that during the January meeting but felt further clarification would be helpful. Dawn provided policy-guiding information available on the ALA's website. The topic falls under "equal and equitable access to all library resources and services by users of all ages." Basically, libraries will not assume the role of parental authority and will ensure that only parents and guardians have the right and the responsibility to determine their children's access to library resources. Much more information is available on the ALA's website to support and clarify these statements. Denying movie checkout based on the patron's age and movie rating may be possible in a privatized library setting but not a public library.

### **New Business**

The Annual Report was presented. The report and description will be filed with these minutes.

Ardith has provided the Village's updated Employee Handbook. There are some discrepancies with the Village's policy regarding PTO. Dawn will take a look at the policy and see what, if any changes, need to be made to the library policy for the sake of consistency and to straighten out some paystub confusion. The Village is on a different, accruing PTO schedule. Additionally, Dawn will need to study the Village's Employee handbook to make sure there are no other topics that would be inconsistent with library policy. Dawn is in communication with John Thompson regarding this matter; Ardith has consulted an attorney. There is no dispute; the Library and Village are just trying to establish consistency. Village and Library policy will be further discussed at the March meeting.

Char moved to adjourn with a second by Jeremy.

Next meeting, Monday, March 31, 5:30p.m. at the Library/Community Center.

Respectfully submitted by Dawn Ayers.