

## Meeting Minutes – Cameron Library Board – June 2, 2025

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

Minutes from the May 5th meeting were reviewed. Char moved to accept the minutes with a second by Kathy. Russ was welcomed as the new Village Representative on the Library Board.

### **Finance Report**

Checking account beginning balance: \$5,706.56. Friends of the Library donated \$500 for the SR Program.

Copies & faxes for April 29-June 1 totaled \$38.13.

Budget comparison was distributed. Dawn noted that the book budget appears inaccurate; she will contact Ardith.

Dawn shared general information regarding changes to employee health insurance. Ardith has worked hard to include the Village on the State plan, which will begin in October. Russ also shared some information regarding this positive change.

Dawn distributed information and an update on IMLS (Institute of Museum and Library Services) funding and how it affects Wisconsin libraries.

### **Expenditures**

\$450 Caleb Strutz, from the library checking account for Dragon Training Academy; US Postal Service, \$100 for P.O. Box.

Char moved to accept the expenditures with a second by Wanda.

### **Activities:**

1,430 items circulated in May, 682 items were borrowed from other libraries, 627 items lent to other libraries, 6 new patrons registered, 54 items added to the collection, 665 wireless users, 314 electronic check-outs and 236 website visits. Deb is working on the website, and hopefully, that will increase webpage traffic.

Village of Cameron Committees and Commissions lists were briefly discussed. Currently, the list Dawn has includes only Russ as a member of the Library Board, excluding the other five members; the list posted on the website indicates only Denise Paddock. The Community Center Committee does not list Dawn or Elizabeth. Russ indicated that Dawn and Elizabeth would be considered “non-voting staff” as sort of “in-house experts” that inform the other members, much as the Public Works Director, Jaden Ebert is listed as “non-voting staff” on Parks-Cemetery, Water-Sewer, etc... Lists will be updated at some point.

A patron donated pizza and soda twice in May for after-school pizza parties. The first was held on the 9<sup>th</sup> with 6 participating; the second was held on the 30<sup>th</sup> with 18 attending.

We continue to offer Take-and-Make crafts for children.

The “Speak-up for Libraries Campaign” is underway. Libraries are inviting visitors to fill out postcards addressed to Wisconsin’s federal elected officials. These postcards give people the chance to share why their library matters to them, their families, and their communities. This encourages continued library funding. Information and postcards were provided to Library Board Trustees.

The “Explore MORE” Library Passport program began June 1. Participants pick up a passport at any MORE library and collect stickers by visiting different libraries, earning them entry forms for prize drawings.

The last virtual gardening program in the three-session webinar series with gardening expert & author Melinda Myers will take place at 6:30pm on June 4. She will discuss Attracting Hummingbirds. Attend live to submit questions or watch the recording. Information to join the presentation is on the library’s website.

The Summer Reading Program will kick-off on Monday, June 16, 2p.m. at the Cameron Public Library with The Dragon Training Academy. The Dragon Training Academy is a unique program that features animatronic dragon puppets, imaginative play, and a touch of science. The show is followed by a meet and greet with a friendly baby dragon animatronic where families can experience a close-up opportunity and take memorable photos.

The Summer Reading Program theme is *Color Our World*, which lends itself well to plenty of art-based project offerings.

This also kicks off the special Summer Reading Challenge for children. Participants fill out a bingo-style card after completing the required fun reading activities to earn more prizes, including entering drawings for prizes. The Friends of the Library group has collected an impressive list of prizes for the SR Program ranging from free McDonalds cheeseburgers, DQ Dilly Bars, toothbrushes and toothpaste, to \$30 dinners at AppleBees and so much more.

This summer also offers Summerween/Summer Scares reading program for all ages, including adults. Participants may complete reading challenges from a list of 10 fun, spooky options centered around horror/scary books to be for prize drawing eligibility.

New artwork to display at the library has arrived, compliments of the Cameron School District. It's worthwhile to come and view these samples of incredible talent that the school and students share with our community. It is also a nice draw for the library as parents, grandparents, etc., come to proudly view their children's artwork and take photos.

Two Pickleball sets have been donated, with each set including four paddles, two backpacks, four balls, disclaimers and extra balls. This is a project someone is doing for school, so we will keep track of usage.

### **Facility Report**

The circuit board on the copy machine was replaced by EO Johnson.

Key fobs for the Community Center kitchen door have been distributed.

The Spring fire inspection was completed by Jim Turner. There were no violations.

The Board briefly discussed AED Training.

### **Old Business**

The Library's Emergency Closing Policy was discussed. Dawn provided the following information collected from other libraries:

While most libraries close when school districts close, school closures are not used exclusively to decide library closure. If a winter storm is predicted to move in during the library's open hours which exceed school hours, the library may close early or not open at all; the library may also open late; if difficult or dangerous travel is predicted, the foremost concern is staff safety. Driving home once the snow has started can be hazardous. We also need to take work load for Public Works into consideration for a plowed lot or de-iced sidewalks.

Many libraries do not have a limit for number of paid snow days. When a storm is predicted, the Cameron staff takes work home with them. Rice Lake relies heavily on [511wi.gov](http://511wi.gov).

The following policy was adopted to replace/update the current Emergency Closure Policy:

#### **(Recommended) Library Unscheduled Closing Policy**

All decisions regarding Library closure due to adverse weather or other emergencies are at the discretion of the Library Director. Severe weather conditions, building mechanical or utility issues, inadequate staffing, or other emergency may warrant closing.

The Library will compensate scheduled library staff at their regular pay rate when the library is closed to the public and staff. Staff members who cannot travel to work will not be paid if the library is open.

The public may be notified by posted notices, radio announcements, social media, and/or the library's phone messaging system.

Jeremy moved to approve the Library Unscheduled Closing Policy with a second by Kathy.

### **New Business**

Discussion regarding placing a "Nora's Cupboard" food pantry near the library's "Little Free Library." A patron has offered to donate this. Russ indicated that the pantry could be placed there upon Jaden's approval. Dawn will contact Jaden.

Char moved to adjourn with a second by Judy.

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

Respectfully submitted by Dawn Ayers.