

Hazel Mackin Community Library
Board Meeting Minutes for July 2023
Tuesday, July 25, 2023 at 4:30 PM

The meeting was called to order by Ms. Haugen at 4:30pm

Roll call, confirmation of quorum, and introduction of guests

Board members Present: Donna Haugen (President), Mike Odden (Treasurer), Nic Been (School District Rep), Peter Tharp. Also present were Director Tori Schoess and Village President Katy Kapaun.

Absent: Rachael Ryan, Hannah Deck, and Jon Weiss

Tharp moved (Odden, 2nd) to approve the agenda; approved.

Public comments were called for; there were none.

Motion by Been (Haugen, 2nd) to approve minutes from the June meeting; approved.

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

Odden presented Treasurer's report. He noted \$6,000 check was to the village for loan payment. Motion by Odden (Been, 2nd) to approve this month's treasurer's report; approved.

Director Schoess gave the Director's report. Dora Marie Rohl passed away. Dora was a founding member of the Hazel Mackin Library and served as the library board's president for over 40 years.

Schoess attended the MORE Director's Council meeting on Friday, and the MORE budget for 2024 was approved. The cost to belong to MORE went down a bit this year.

Schoess attended the St. Croix Count admin meeting last week. The admin council voted in favor of the Library Levy Resolution which reimburses us for Hudson's circulation numbers. If everything goes through, this is the first time in many years we will be reimbursed for rural circulation to the communities that used to form the Hudson Joint Area Library. It will be an additional \$23k for the budget.

Schoess presented a three-year, rotating schedule of review for all library policies. This follows the schedule recommended by DPI. She asked the board to review for discussion at the next meeting. Currently, all policies are reviewed together at the board meeting in September.

The MORE app is adding the option for users to access multiple accounts. They can be linked on the patron side, but users must have all users barcodes and PINS to each account they are linking. Accounts can be unlinked by changing PINS.

Schoess reported on programming highlights: The Touch-a-Truck program was a hit- with 239 attendees. The MORE passport program has wrapped up with 131 patrons visiting from all over IFLS. Sugar Scrub Make and Take is this Saturday, July 29th. Joyful Brass Outdoor Concert was rescheduled for Thursday, August 10th due to the heat.

Motion by Haugen (Been 2nd) to approve the director's report.

HVAC update – Anderson Heating will be coming out in the coming weeks to discuss options for a back up unit. Schoess still needs to reach out to Comfort by Design for options as well. The air is currently keeping up (and has been all summer).

Library roof update – Kapaun updated the library board that she recommended not pursuing the legal route since legal fees would likely be in line with the cost of replacing the roof (if not more). There was no hail damage found in the initial contractor's report. There are a few options: look at repairing parts of the roof or total replacement. The question was asked if Public Works could do the repairs and/or possibly caulk windows where weather stripping is failing. Kapuan emailed Public Works to find out. Schoess will reach out to contractors to get estimates for repair vs total replacement once Public Works has come back out. It was also discussed to have Public Works come periodically to do a walk around for routine building maintenance.

Library Director Evaluation process was discussed. The evaluation will take place at the September meeting. Schoess will complete a self-evaluation before then.

Odden shared that he and Pete Close will be forming a committee to celebrate Robert's 150 years, likely in conjunction with the Lion's Club for Good Neighbor Days. If anyone is interested in joining the committee please contact them.

Motion by Odden (Tharp 2nd) to adjourn the meeting; approved, adjourned at 5:07 pm

Respectfully submitted, Tori Schoess, Library Director