**MINUTES
NEUSCHAFER COMMUNITY LIBRARY BOARD**

**March 6, 2023**

**Present:** Judy McGowan, Martha Bailey, Jaleen Hacklander, Bobbi Marks, Amanda D’Arcy, Pat Hodach, Melissa Krause (Library Director)

Absent - Naomi Peuse

The meeting was called to order at 4:33pm by McGowan.

**Minutes:** Marks made a motion to approve the minutes with one edit, seconded by Bailey

**Director’s Report:**

1. 28 new library card holders in 2022 - updated quarterly.
2. Most staff attended HootCon at Little Chute Library on March 3rd for professional development (OverDrive, Bibliocommons, Carl Discovery, Cataloging, WISCAT, etc). The library was closed for the training. Staff wages and mileage will be reimbursed by OWLs.
3. Krause will be attending MIT STEM program training at Little Chute Library from March 15-16th.
4. Krause will be sending thank you cards and supporting documents to the Pilcrow Foundation so we will be eligible for the grant again.
5. Check Out Wisconsin Parks - We will purchase 50 discounted non-renewable state park passes for 2023.
	1. Plan to offer 50 one time passes a week over the course of 10 weeks (can be modified next year).
	2. Depending on the demand, we may ask that no more than one pass per family per month.
	3. Patrons must be an active library cardholder and must have a vehicle with WI plates (excluding buses).
6. Summer Reading - Planning has begun! The theme is “Altogether Now”. Tentatively scheduled Cyenthia Vijayakumar, a kathak dancer from India. She intends to give a storytelling presentation, allow attendees to participate in the dance and close with a short performance. Coordinating times with St. Paul’s to ensure their attendance.
7. February circulation numbers are up significantly and audiobook numbers continue to slowly climb upwards.

**Treasurer’s Report:**

Donation Checking account (Premier Bank) as of 2/28/23: $49,425.18 and $1.18 interest

Donation Money Market Account (Farmer’s State Bank) was not available yet. Marks estimates it at $21,520.

Per Marks: $1,131.62 in bills, Received checks for lost books from City of Appleton.

Bailey moved to accept the Treasurer’s Report. Hodach seconded, motion carried.

Bailey motioned to pay the bills, Hodach seconded, motion carried.

**Library Board Openings** - Currently we have two applications. Krause will post link on the Facebook page to see if more applicants apply. Board will review all applicants at the next meeting.

**Library closure policy** - Discussion took place regarding personnel policy for employees when the library must close (Recent snow days and a broken furnace). Board members wondered what other small libraries and local businesses do. Vote tabled to gather more information.

**Friends of the Library Update:** No updates to share.

**Public Input:** None.

**Next meeting:** Monday, April 3, 2023, 4:30pm in the library. Location change due to election set up in Council Room.

**Adjournment:** Hacklander made a motion to adjourn at 5:30pm, Hodach seconded. Motion carried.

Respectfully submitted,

Amanda D'Arcy