**MINUTES
NEUSCHAFER COMMUNITY LIBRARY BOARD**

**June 26, 2023**

**Present:** Martha Bailey, Jaleen Hacklander, Lori Schmidt, Melissa Krause (Library Director), Adam Socha, Norma Hernández

**Absent:** Amanda D'Arcy and Naomi Peuse

The meeting was called to order at 4:35pm by Bailey.

**Director’s Report:**

1. Krause shared that we have 93 participants signed up for summer reading program. Being only 2 weeks in, she's anticipating more sign up as well.
2. Krause received $500 from OWLs and deposited check into "Fines and Fees" (programming) account to pay for Kathak dancer on 7/26.
3. Krause outlined the subcommittees and what those subcommittees will be tackling
* Finance committee- Jump start budget discussion
* Personnel - exploring health insurance options for full time employees
* Policy and Bylaws - major overall took place recently so minor tweaks like Juneteeth needed
* Subcommittee to organize community discussion for LTC grant requirements (geared toward reducing barriers for elderly/disabled populations)
1. One of the squares on the Summer Reading Bingo boards is to give the library suggestions for programming/community ideas. Some ideas so far include: Swimming pool, bike paths to library with lighted crosswalks, community/commercial kitchen space, private study rooms, 3D printers, gun safety classes, pitching net and indoor sporting activities, expanding the library in general.

\*Potential to collaborate with Fremont Area Chamber of Commerce and Friends of Fremont to host a village specific community survey for future goals!\*

1. Circulation numbers were unavailable at this time, since it wasn't technically the end of the month yet.

**Minutes: Hacklander moved** to accept the minutes of the June 5, 2023 Library board meeting. Schmidt seconded. Motion carried.

**Treasurer’s Report:**

Donation Checking account (Premier Bank): $49,521.56, earning $1.33 interest.

Premier "Fines and Fees" account: $2,190.62, 4 cents interest.

Donation Money Market Account (Farmer’s Bank) as of 5/31/2023: $21,580.26, June interest was $20.84.

Account opened in 2005 with $8,000 check from original Premier Bank. Check signed by Ellen Marston? Jaleen suggested Lori reach out to Judy McGowan about history of this account. Lori said she would speak with Ellen as well.

Schmidt presented bills and expenses to the Board.

Hacklander made a motion to pay bills and any additional bills that are due the first week of July, Schmidt seconded. Motion carried.

**LTC Grant Funds:** Lori checked with four banks on interest rates for LTC check. Farmer's State Bank has .4% interest for Money Market Account - Melissa will have direct access to account, Schmidt and Bailey's names will be named on it as well. Schmidt will open account but will need library board minutes to do so.

Socha made motion, Hacklander seconded.

Discussion took place about transferring funds in Farmer's account to a Super Saver CD, 13 month special with a 4.5% interest rate. Currently getting .4% interest in original account from 2005. Hacklander made motion to move $20,000 into 13 month CD, unless misuse of intention of funds is determined by Schmidt. Socha seconded. Motion carried.

* Side note: We should discuss funds in Premier account. Potentially move those funds to CD as well? Schmidt will do some research and this will be on next month's agenda.

**Subcommittee Nominations:**  Discussion took place about having 3 members per committee.

Bailey nominated Schmidt and Hacklander to the Finance Committee, joining herself.

Bailey nominated Socha and Hernandez to the Personnel Committee, joining D'Arcy.

Policy: Bailey nominated herself and Peuse to join D'Arcy, who is already on the committee.

Bailey and Schmidt offered to help with LTC grant subcommittee.

* Hacklander voiced liability concerns for volunteers doing delivery services. Krause shared that other libraries that provide this service already, complete background checks and verify insurance information. A waiver can also be signed. Hacklander said Friends of the Library could help with this service.

**Friends of the Library Update:** Friends presented the Bob Kemper $4,500 scholarship to WF graduate for UW-O. News article pending. Next Friends meeting is August 7th at 5pm to begin fall planning.

**Public Input:** None.

**Next meeting:** Tuesday, August 8, 2023 at 4:00pm in the Village Hall.

**Adjournment:** Hacklander made a motion to adjourn at 5:19 pm, Schmidt seconded. Motion carried.

Respectfully submitted,

Amanda D'Arcy