

## **MINUTES OF THE JUNEAU PUBLIC LIBRARY BOARD OF TRUSTEES**

### **Wednesday, July 9, 2025**

Eileen Gratton called the meeting to order at 5:00 PM. Present were Brittany Binder, Eileen Gratton, Jean Haan, Jenifer Hirschfeld, Wj Smedema, and Library Director Connie Schuett.

Absent: Rosemary Smantz, Alderperson James Ronge, and Dodgeland School representative

#### **Public Comment:**

-none

#### **Agenda:**

-A motion to approve the agenda was made by Wj Smedema and seconded by J Hirshfeld. Motion carried.

#### **Minutes:**

-A motion to approve the minutes of the May 14, 2025, meeting was made by Wj Smedema and seconded by J Haan. Motion carried.

#### **Financial Reports:**

-A motion to approve payment of the bills from May 13 to June 12, 2025, and from June 13 to July 7, 2025, was made by E Gratton and seconded by J Haan. Motion carried.

-A motion to approve the May 31, 2025, and June 30, 2025, Treasurer's Reports was made by J Haan and seconded by Wj Smedema. Motion carried.

-Shared City year-to-date budget report

#### **Director's Report:**

-Shared circulation and monthly statistics

-Shared services, programs, and collection; implemented summer reading program

-Marketing: still working on new website

#### **Unfinished Business:**

-Most windows have been installed. AM Construction (window contractor) measured three windows incorrectly and they are waiting for those windows for installment before project is complete

-Hoopla: due to the cost increase it was decided to budget per day the amount that can be checked out-monthly total will be \$250. Will go into effect for August.

-Brittany Binder has joined the Board as a trustee. Her term will be 2025-2028.

**New Business:**

- Storm Damage from May 15: There appeared to be some dimpling on the roof fascia on the south/west side; trees were damaged and removed from grounds; Fax service is currently unavailable due to cable that needs to be replaced; Charter repaired boxes; emergency lights and exit signs were off despite there being battery back-ups-Director will be checking on
- Library was open when the storm moved in and there were staff and patrons on site when the power went out and the storm hit. They sheltered in place per the emergency weather guidelines until it passed. No injuries reported.
- Access point and replacement costs are increasing per Monarch maintenance agreement. IT Replacement Fund: MOU is an agreement of 6 years. A motion was made by E Gratton and seconded by J Haan to sign the MOU agreement for the network replacement fund. Motion carried.
- Prepared and submitted County reimbursement requests for Dodge, Washington, and Fond du Lac.

**Board Planning:**

- The Juneau Library Board of Trustees will meet on Wed., Aug. 13, 2025, at 5 pm.

A motion to adjourn at 5:38 pm was made by J Hirschfeld and seconded by B Binder. Motion carried.

Respectfully submitted,

Wendy Jo Smedema/Secretary