

SURING AREA PUBLIC LIBRARY BOARD OF TRUSTEES MEETING
February 27, 2018

Members present: Director-Jill Trochta
 Village of Suring-Helen Miller, Joe Wicker
 Town of Breed-Marybeth Ascher, Bette Elbe
 Town of Bagley-Joann Ratajczyk, Barb Truttman
 Town of How-Theresa Zahn, Ruben Rakow
 Town of Maple Valley-Lowell Suring, Joyce Fifield
 Suring School District-Kelly Casper

The February 2018 meeting of the Board of Trustees of the Suring Area Public Library was called to order by Board President, Theresa Zahn, followed by the Pledge of Allegiance. A motion to approve the agenda was made by Joyce Fifield, seconded by Marybeth Ascher, and carried. A motion to approve the minutes of the January meeting was made by Helen Miller, seconded by Barb Truttman, and carried.

FRIENDS REPORT: Marybeth Ascher reported that the Friends fundraising activities will be similar to last year. The next meeting will be March 12.

DIRECTOR’S REPORT: The Suring Police Chief has sent out letters to library patrons who have fines over \$30. The letters state that if the patron does not contact the library, a citation will be added to the fine. This resulted in some materials having been returned and fines paid. Some citations are being mailed.

The library director has completed the DPI report. She is also logging daily duties of staff members. Jill is setting up meetings with the town boards. The first will be with the village of Suring on March 13. On March 22 she will give a report about the SAPL to the Oconto County Board. The library staff will have technology training soon with John Kronenburg, the NFLS tech. Jill is looking into attending the Association for Rural and Small Libraries Conference in September with other Oconto County library directors.

Programming News—The library staff will be bringing materials to the Suring nursing home for residents to check out starting soon. The Knit and Hook group will meet twice a month in March and April. The Young at Heart Book Club has read the book, Wonder, and the movie will be shown on March 8. In March the library will sponsor a “Home Décor and More” event taught by an art teacher from Oconto. During National Library Week

(April 8-14) the Oconto County libraries are working together to create a county wide Amnesty Week. A food donation will reduce overdue fines.

Facilities Management—The library shelves have been rearranged to give a better view of the public use computers. The toilets in the bathroom handicap accessible stalls will be replaced with higher ones.

TREASURER’S REPORT: The Board reviewed the petty cash report, revenues and expenditures, and vouchers. A motion to approve the payment of February bills was made by Helen Miller, seconded by Bette Elbe, and carried.

NEW BUSINESS: The DPI report was reviewed and discussed. A motion to approve the DPI report was made by Marybeth Ascher, seconded by Ruben Rakow, and carried.

Trustee Essentials 1-3 were discussed. These address trustee job description, responsibility of the board and the library director, and board bylaws.

ADJOURN: A motion to adjourn was made by Joyce Fifield, seconded by Marybeth Ascher, and carried.

Respectfully submitted
Joyce Fifield, Secretary
Suring Area Public Library Board of Trustees
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