

## SURING PUBLIC LIBRARY MINUTES – February 28, 2023

### Members Present:

Director: Jill Trochta

Town of Brazeau: L. Elbe, D. Weier, J. Grosse

Town of Breed: B. Elbe

Town of How: K. Mikle

Town of Maple Valley: C. Lehto

Town of Mountain: G. Golden, J. Urban

Absent: Town of Bagley: K. Hornick

Village of Suring – Vacancy to be filled by Tammy Steffeck

Suring School Superintendent – Dr. Paul Orlich

Guest: Kim Gruetzmacher

Call to order at 5:00 P.M. by Candi Lehto, Chairperson

### Pledge Recited

Agenda approved: 1<sup>st</sup>: G. Golden/2<sup>nd</sup>: L. Elbe. Motion carried.

Proceedings of January 24, 2023: 1<sup>st</sup>: L. Elbe/2<sup>nd</sup>: K. Mikle. Motion Carried. No change of sequence.

Public Input: None

Friend of the Library/Director Report: Recapped by Jill Trochta. All library trustees had been provided a copy of report.

Financial/Treasurer's Report: Village Clerk/Treasurer, Kim Gruetzmacher introduced how the library funding and expenditures appeared if provided on the Village of Suring system. Questions expressed in reference to the report by trustee. 1<sup>st</sup>: L. Elbe/2<sup>nd</sup>: G. Golden motioned to accept January 2023 financial report. Motion Carried.

Petty Cash, Reserve Revenue, Other Financials Not Disclosed by Gruetzmacher were shared by Trochta.

February Payment of Expenditures: 1<sup>st</sup>: L. Elbe/2<sup>nd</sup>: G. Golden. Motion carried. Billings on library credit card were reviewed by Grosse and Weier.

Unfinished Business: C. Lehto recapped 5-year Long Range Plan survey. Lehto presented to trustees' relevant information from standards on the entire survey. Vision Statement will be included upon survey documentation. 1<sup>st</sup>: L. Elbe/2<sup>nd</sup>: G. Golden moved to approve plan. Motion Carried.

### New Business:

1. DPI Report: 1<sup>st</sup>: L. Elbe/2<sup>nd</sup>: K. Mikle moved to approve reporting. Discussion covered registered users within report; trustees felt Covid, restructuring and recalculation could have impacted the results. Motion Carried.
2. Library Consolidation: Trustees had received report structured by Shannon Schultz, Public Library Administration Consultant. Trochta commented on workout session she attended on February 10<sup>th</sup>, 2023.
3. Appointed Committees:

Long Range

Financial

Personnel

Candi Lehto  
Gail Golden  
Diann Weier  
Karen Hornick  
Jill Trochta

Candi Lehto  
Tammy Steffek  
LoAnn Elbe  
JoAnn Urban  
Jean Grosse  
Jill Trochta

Candi Lehto  
Tammy Steffek  
Katie Mikle  
Jill Trochta

Other additions to committees may be executed.

Miscellaneous: None

Future Meeting: March 28, 2023 at 5:00 p.m.

Adjournment: 1<sup>st</sup>: L. Elbe/2<sup>nd</sup>: G. Golden. Motion Carried. Meeting adjourned at 5:48 p.m.

Submitted by:

Jean Grosse/Secretary

Motion of Approval:

1<sup>st</sup>: L. Elbe 2<sup>nd</sup>: K. Mikle

Vote: 11-0 Carried