

Muehl Public Library Board Minutes

Date of Report: Monday, June 2, 2025, 5:30-6:30

Library Director: Elizabeth Timmins

Members Present: Adam Schaumberg, Kristen Diermeier, Carrie Gorges, Pat Krull, Darla Dorosz, Michelle Erickson, and Sandy Kailhofer

Members Absent:

Date of last meeting: May 5, 2025

Date of next meeting: August 4, 2025

Call to Order:

- President Adam Schaumberg called the meeting to order.
- Elizabeth reported that the last of the three part Melinda Myers series will be on June 4th.
- Elizabeth informed us about a program that will be held on June 9th that is sponsored by the Seymour Business League called Smarter Start which gives information and tips about cell phone use for kids.
- Jill Lipp is the Celebrate READ model! The poster (which was taken and donated by Countryside Photographers) will be unveiled on Saturday, June 14th at 10:00.
- Muehl Boettcher will present a pop/up preplanning funeral event on June 25th.

The following reports and information were presented and approved by the board:

- **May 5, 2025 Board Meeting Minutes:** Kristen D. made a motion to approve the minutes as presented. Michelle seconded the motion, motion carries.
- **May 2025 Director's Report:** Sandy asked about the amount that was raised from the rummage sale. Elizabeth shared that Mary Schaumberg wrote a check for \$1,000! Wow! Thanks Mary!!
- **May 2025 Financial Report:** Sandy K. made a motion to approve the financial report. Darla seconded the motion, motion carries.
- **May 2025 Activities Report:** This will be sent to us later.

Unfinished Business:

- The ILS (Integrated Library System) exploration continues. The next meeting will be held on June 3, 2025. Setting up dates to look at vendors will be one of the items discussed. Elizabeth noted that Aspen is a system that has been well received.

- Elizabeth described the advocacy project and marketing toolkit being launched by IMLS. Postage paid postcards will be available for patrons to write about the importance of the library. The postcards should be returned to the library and all will be mailed at a specified time. The hope is that they will be inundated with postcards that show public support of libraries. This is organized and we are going to keep pushing forward!
- During Summer Reading there will be a basket raffle. When patrons check out books they will receive a chance to win a basket(received from the VINE program)with stuffies, books,gift cards etc.
- The VINE program continues to flourish as does Gary the snail!
- Thank you to Kristen for asking about library card holder data. There are people from out of state that have library cards!
- Elizabeth gave us a short lesson about the cost of digital and audio books compared to physical books. The average cost for one digital book is \$55.00 and \$75.00 for audio books and that is only for a 24 month period and then it must be purchased again! This is why the wait times on Libby are so long.

New Business:

- Elizabeth gave us a list from AAC which we now know is the Administrative Advisory Committee(of OWLSnet) of acronyms and abbreviations! So useful!
- There is a Policy Audit Tool that will serve as our guide to prioritize policies that are most important to examine.
- Kristen made a motion to approve the Rejection List as submitted to us noting that the library's items hold a cultivated collection! Carrie seconded the motion, motion carries.
- Elizabeth reported on the screenings of the documentary. It was suggested that the QR code could be displayed by the checkout desk and perhaps by the book drop.
- We will NOT have a meeting in July. Elizabeth will send us the necessary reports and we will reply to the email signifying our approval.
- Elizabeth shared a budget memo from Sean Hutchison the city administrator which states in writing that he is working on budget items to insure that our budget will not continue to be cut.
- We will have two guests at the August meeting. An OWLS representative and Whitney Povin from the Green Bay Children's Museum.

All business on the agenda was completed and the meeting adjourned at 6:28 PM. Carrie made a motion and Kristen seconded, motion carries.

Respectfully submitted by Sandy Kailhofer.

