

**Tomahawk Public Library Board of Trustees Meeting**  
**Monday, November 20, 2023**  
**Tomahawk Library Community Room/BlueJeans**

The meeting was called to order by Board President Pat Haskin at 4:30 p.m.

Present: Julie Allen, Pat Brimacombe, Pat Haskin, Nancy Herbison, and Barb Zastrow.

Excused: Samantha Colburn and Judith Nelson

Staff: Heidi O'Hare, Tomahawk Library Director

Pledge of Allegiance

Public Comments: None

Minutes: Zastrow/Brimacombe moved to approve the October 16, 2023 minutes as printed.  
Motion carried.

Tomahawk Area Historical Society Liaison Report  
Members will begin training with equipment for recording stories in January.

Library Business:

The grant we received from CREATE will continue to cover the two high school student employees' wages for Tinker Tuesdays through the spring and possibly early summer. O'Hare is offering them some extra hours during vacation times.

Fund Raising/Donations/Grants

1. Trust Funds: O'Hare reported on projects and purchases completed and current projects through the grants.
2. The estimates for the Libraries Transforming Communities: Accessible Small and Rural Communities Grant is complete and the application is being finalized for submission.
3. The application for the Tomahawk Community Thrift Shop Grant is almost done.
4. O'Hare also plans to apply for the Northern Arts Council Grant.

Committee Reports:

1. Building and Grounds
  - a. Several projects were finished since the last Board meeting. System Technologies will be coming in to finish the wiring on the furnace pump and the light only exit signs.
  - b. Herbison/Zastrow moved to purchase a new furnace for the Community Room with extra money coming from the capital funds if our current budget is unable to cover it.  
Motion carried.

2. Finance Committee

- a. Haskin/Herbison moved to approve vouchers 114745, 114748, 114751, 114763, 114767, 114773, 114775-76, 114781, 114784, 114790, 114792, 114797, 114799, 114801-02, 114815, 114818, 114821, 114824, 114832-33, 114843 and 2 manual checks. Motion carried.
- b. O'Hare presented the report on the status of our grants.
- c. There has been no information on the status of our 2024 budget from the county board. However, O'Hare did discuss the possible changes to the health insurance for city employees.

3. Personnel Committee

- a. O'Hare gave an update on the employee coaching she is conducting.

Library Director's Report

O'Hare reported on her attendance at the Wisconsin Library Association conference. She also mentioned some comments she has received concerning the library bathrooms' toilet paper and those with substantial fines not being able to access certain library functions.

Concerns and Comments from Trustees: None.

Future agenda items: Personnel Committee to meet in January to review Board of Trustees bylaws.

The next meeting is scheduled for **December 18, 2023, at 4:30 p.m.**

Herbison/Brimacombe moved to adjourn the meeting. Motion carried. Meeting adjourned at 5:29 p.m.

Respectfully submitted,

Nancy Herbison  
Board of Trustees Secretary