

Tomahawk Public Library Board of Trustees Meeting
Monday, December 18, 2023
Tomahawk Library Community Room/BlueJeans

The meeting was called to order by Board President Pat Haskin at 4:31 p.m.

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

Excused: Pat Brimacombe and Judith Nelson

Staff: Heidi O'Hare, Tomahawk Library Director

Pledge of Allegiance

Public Comments: None

Approve Minutes: Colburn/Zastrow moved to approve the November 20, 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 middle reader space walls will need some sort of protection from the chairs in the area.

Fund Raising/Donations/Grants

1. The library received a \$500 donation from PCA.
2. Allison received a \$2400 scholarship to attend the Public Library Association conference.
3. The applications for the Northern Arts Council and the Libraries Transforming Communities: Accessible Small and Rural Communities Grants have both been submitted.

Committee Reports:

1. Building and Grounds

- a. The projects from the original list have been completed, including the new community room furnace. One of the adult wing twinned furnaces is not working now.
- b. Herbison/Zastrow moved to proceed with the bidding process for 1 to 3 sets of twin furnace units, plus a single unit to replace the buildings aging furnace system.
Motion carried.

2. Finance Committee

- a. Colburn/Zastrow moved to approve vouchers 114846, 114849, 114859, 114861, 117878, 114882, 114887, 114892, 114894-95, 114897, 114903, 114907, 114912, 114918, 114924, 114929-30, 114932-33, 114935, 114942-43, 114946, 114949, 114951, 114957, 114965, 114977, 114979, 114980 and a manual check. Motion carried.

- b. O'Hare presented the report on the status of our grants.
 - c. Our 2024 budget has been approved. Any changes to wages for next year will be discussed after the new year. O'Hare also introduced the topic of longevity pay.
3. Personnel Committee
- a. O'Hare gave an update on the employee coaching she is conducting. A lengthy discussion was held.

Library Director's Report

The air conditioning fencing has been repaired after vandalism. She also shared information on a Senate committee hearing on a parental notification proposal for school and public libraries.

Concerns and Comments from Trustees: None.

Future agenda items: Depending on the timing of the bid notification in the Tomahawk Leader, the Board may have to consider a virtual emergency meeting to review bids for the furnace system.

The next meeting is scheduled for **January 15, 2024 at 4:30 p.m.**

Herbison/Colburn moved to adjourn the meeting. Motion carried. Meeting adjourned at 5:48 p.m.

Respectfully submitted,

Nancy Herbison
Board of Trustees Secretary