

Tomahawk Public Library Board of Trustees Meeting
Monday, October 16, 2023
Tomahawk Library Community Room/BlueJeans

The meeting was called to order by Board President Pat Haskin at 4:34 p.m.

Present: Samantha Colburn, Pat Haskin, Nancy Herbison, Judith Nelson, and Barb Zastrow.

Excused: Julie Allen and Pat Brimacombe

Staff: Heidi O'Hare, Tomahawk Library Director

Guests: Lexie VanStrydonk and Miranda Swenty (through Blue Jeans)

Pledge of Allegiance

Public Comments: None

Minutes: Nelson/Zastrow moved to approve the September 18, 2023, minutes as printed. Motion carried.

Tomahawk Boy Scouts

His project was not approved by the Council, so it will not proceed.

Tomahawk Area Historical Society Liaison Report

Nelson had no report.

Library Business:

The partnership with Islands of Brilliance will work like the partnership with Nicolet College. The library will provide space and they will provide the staff and programming.

Zastrow/Herbison moved to approve the contract with Islands of Brilliance. Motion carried.

Fund Raising/Donations/Grants

1. Trust Funds: The library staff will make some decisions on where to spend the money from the Ruth A. Jaeger Trust Fund at their in-service.
2. O'Hare is working on the application for the Libraries Transforming Communities: Accessible Small and Rural Communities Grant for submission in December. She is seeking letters of support from the community.

Committee Reports:

1. Building and Grounds

Weather stripping has been completed and the storage cage in the basement is nearly complete. A lengthy discussion was held on the fire exit signs. New shelving will be installed on November 10th. Herbison/Zastrow moved to approve \$2000 to replace the fences for the cooling units which are currently in bad shape. Motion carried.

2. Finance Committee

- a. Haskin/Nelson moved to approve vouchers 114629, 114631, 114646-47, 114657, 114660, 114662, 114666-68, 114677-79, 114683, 114685, 114691-92, 114695, 114700-704, 114710, 114714, 114717, 114720, 114722, 114732, 114736, 114738, 114742, 114744 and 2 manual checks. Motion carried.
- b. Monthly report on donations was covered in discussion earlier in the meeting. O'Hare noted that there are plans to purchase chapter books for children, and to fill in some gaps of classic titles in the collection.
- c. There has been no information on the status of our 2024 budget from the county board.

3. Personnel Committee

- a. O'Hare gave an update on the employee coaching she is conducting.
- b. The Personnel Committee has completed the library director evaluation.

Library Director's Report

O'Hare highlighted the Healthy Minds for Lincoln County Coalition, Solar Eclipse Activities for Libraries, and the Wisconsin Science Festival in a Bag. Purchases of some solar binoculars were made through the Nature Grant.

Concerns and Comments from Trustees: Filling the School District Representative seat. Haskin/Zastrow moved to have the Personnel Committee review our Board structure and be ready to make recommendations by the April meeting. Motion carried.

Future agenda items: None

The next meeting is scheduled for **November 20, 2023, at 4:30 p.m.**

Nelson/Herbison moved to adjourn the meeting. Motion carried. Meeting adjourned at 5:58 p.m.

Respectfully submitted,

Nancy Herbison
Board of Trustees Secretary