

Barron Public Library  
Board of Trustees Regular Monthly Meeting  
Thursday December 21, 2017

Present: Mark Klein, Kathee Yamada, Heidi O Hong, Mo Tollman, Andy Rick

Absent: Diane Tremblay, Janet Espeseth

Also Present: Susan Queiser, Library Director

President Heidi O Hong called the Barron Public Library Board of Trustees meeting to order at 5:00 on 12/21/17.

**Approval of the Agenda:** Motion: Mark/Mo to approve the agenda as printed. Motion carried, all voting YES.

**Public Comment:** There was no one present from the public.

**Approval of the Minutes:** Motion: Mo/Mark to approve the minutes as printed from the 11/7/17 meeting. Motion carried, all voting YES.

**Library Staff Report:** The Board reviewed the library schedule during the holidays. Thursday night movies will resume in January as well as Book Club, with a February Carnegie birthday party planned. A successful "12 Days of Christmas" program was held with help from the Middle School FCCLA who wrapped the books for the fifteen kits. Information regarding the November and December staff meetings was shared. 2018 planning was discussed with a timeline for strategic planning, staff restructuring and yearly goals. Facility projects for 2018 may include a feasibility study, key and camera security updates, and finalization of the janitorial contract. Another email will be sent to the mason for tuck work on the Carnegie portion of the library.

**Job Descriptions:** The Board agreed that it should be stressed that equivalent experience be considered in lieu of an Associate's degree. The city administrator will be consulted regarding ADA statements as necessary. Bob Kazmierski will take an active role in interviews.

**2018 Schedule:** The Board received handouts regarding 2018 holidays, BOT and City Council meeting dates, and 2018 goals.

**Newspaper Digital Collection-Online and Scanner:** Facts and information were shared about microfilm scanners, and digital newspaper collection. Decisions were tabled as we consider a strategic session on long term planning where these issues would be considered.

**Approval of the Bills:** Motion: Mark/Andy to approve the bills as written. Motion carried, all voting YES.

**Announcements:** Discussion took place regarding the listening session attended by the full time staff and Jennie Nesseth. Mark Klein shared information regarding a technology device that provides steady video production. He also discussed the "Trench Art" display of WWII art available at the VFW. Sue Queiser announced that she will return to her maiden name, Sue Christianson, effective 1/1/18.

**Next meeting:** Next meeting will be 1/4/18. Meeting adjourned at 6:25 p.m.

Respectively submitted, Kathee Yamada, Secretary BOT