

**DRAFT**

Subject to  
Approval

## **MINUTES**

McMillan Memorial Library  
Board of Trustees  
October 18, 2017

President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 4:00 p.m.

### ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Anne Zacher, David Farmbrough, Kevin Finbraaten, Craig Broeren, Susan Bovee, William Clendenning, and Scott Kellogg.

Administration: Andrew Barnett, Vicki Steiner, and Brian Kopetsky.

Others in attendance: Rick Potter

CORRESPONDENCE: A note of thanks was received from Grantsburg School for use of our meeting room for their IForward parents.

A donation of \$1,800 has been received to purchase additional LED Bulbs.

MINUTES: **A motion to approve the Minutes of the September 20, 2017 Library Board meeting was made by Ms. Bovee, second by Mr. Finbraaten. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for October 2017. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Mr. Clendenning, second by Mr. Kellogg. Motion carried.**

### DIRECTOR'S REPORT:

- **Library Use and Events** – Our Rural School project was an example of the integrated efforts we are working toward. We digitized four oral histories and loaded them on Recollection Wisconsin. We showed the movie *Country School: One Room-One Nation*, brought in Jerry Apps to speak on the topic and prepared a display in cooperation with the Museum. We had a large attendance for the Suzuki Recital, which we co-sponsored. Tech Tuesdays have resumed with the start of the school year.
- **Budget** – The County part of the budget passed committee and will be voted on at their meeting on November 14th. I discussed the budget with the Mayor and Finance Director. The Mayor's Executive Budget proposal includes no revision of our budget and approval of the proposed bathroom remodel. This now moves to the Common Council.
- **Building & Grounds** – The ceiling, lighting and flooring of the repurposed Lower Level workroom are done and we will start moving into the area soon. The new lighting uses ¼ of the electricity of the replaced fixtures. I hope to start soon on renovating and splitting the current Processing Room to replace the lost staff lounge. New shades replaced the original 1970 curtains in that space, two Adult Room window bays and a staff office. A rose expert has evaluated our rose

garden on the corner of Lincoln and Grand and recommends its complete replacement.

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- **Solar Project** – We were part of the state and nation-wide Solar Tour, but rainy weather held down our attendance.
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- **Miscellaneous** – The Community Calendar continues to expand. Our Internet was upgraded with much higher upload speeds and new equipment. The 2018 concert schedule is completed but will not be publicly announced until we hear about possible Mead Witter Foundation sponsorship.

COMMITTEE REPORTS: The Finance Committee met on October 11, 2017.

Ms. Bovee reported on discussions and ideas for fundraising for the solar project. Discussion followed.

Further discussion will take place under New Business.

OLD BUSINESS: There were no items of Old Business.

NEW BUSINESS: A motion to approve the Finance Committee report regarding fundraising for the solar project and authorization to proceed with fundraising was made by Mr. Kellogg, second by Ms. Zacher. Motion carried.

**A motion to adjourn was made by Ms. Zacher, second by Mr. Clendenning. Motion carried and the meeting adjourned at 4:38 p.m.**

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on November 15, 2017 at 4:00 p.m.

Respectfully submitted,  
Vicki Steiner, Secretary