



**Library Board of Trustees**  
**Minutes of Regular Meeting May 9th, 2024**

**Trustees Present:** Michele Merritt, Ron Johnson, Maureen Rogers, Taylor Baert, Arvid Maki, Deb Rose

**Trustees Absent:** Gail Hanson

**Also present:** Director Anne Miller, Sherry Hanson

President Michele Merritt called the meeting to order at 5:31.

Motion to approve the agenda by Ron, seconded by Arvid. Carried unanimously.

Motion to approve the **Minutes for the April regular meeting** by Arvid. Seconded by Maureen. Carried unanimously.

**Citizens' Comments** – Sherry Hanson reported that The Friends had a very good year with the GiveBig fundraiser. The May book sale numbers were so-so. Cookbook author Beth Dooley has been lined up for the next Books & Biscotti event.

**Director's Report** – Anne finished her Basic Library Administration class, the first of the four classes needed for Grade 2 library certification for directors. She shared the brochure and calendar for the WMPL Summer Learning/Reading Program to be held from June 1 to August 16. There are events scheduled for every Thursday. A new event that was added to the calendar is “Lunch with a Librarian.” The Book Bike will soon hit the road with potential stops at Evergreen Senior Living, Millside Apartments, Third Ave Apartments, and the Farmer’s Market. Deb Rose will be at the pedals. Anne conducted interviews for the Library Assistant position. She hired Hunter Chapman, who will be starting May 21. Anne did a “show and tell” to the board of STREAM kits.

**Monthly Financials** – Motion to approve the financial report by Ron, seconded by Taylor. Carried unanimously.

**Audit and Approved Bills** – Motion to pay the bills by Taylor, seconded by Maureen. Carried unanimously.

**Bessie Green Funds & Building Fund** – Anne was able to transfer the existing \$10,000 CD at MidWestOne to a different 7-month CD with a special rate of 4.92%, also at MidWestOne, without paying a penalty. She presented the board with a handout of various options for the remaining Bessie Green funds and the Building Fund, including side-by-side comparisons of MidWestOne, Royal Credit Union and St Croix Valley Foundation products. The best rates are offered by RCU. Motion by Arvid, seconded by Deb, to close all accounts at MidWestOne (except the 7-month CD) and move the funds to a Public Entity Money Market Fund at RCU. When the 7-month CD at MidWestOne matures in November, it will be moved to RCU. Motion



**Library Board of Trustees**  
**Minutes of Regular Meeting May 9th, 2024**

carried unanimously. Anne and Michele will take care of closing and opening the various accounts.

**Garage Sale of Library Items** – The garage sale will be held on June 8 from 10 am to 3 pm in Room 205 in the Village Administration Building. Michelle Jacobs and Anne have gone through everything in the storage unit and identified items to be sold and items to be retained. Set-up for the sale will begin on June 6 (help would be appreciated). Friends of the Library will be present at the sale to handle the money. Any items not sold will be disposed of or offered to other libraries that might be interested.

**Library Board Officer Elections** – Motion made by Arvid, seconded by Maureen, to nominate Michele Merritt for president, Deb Rose for vice president/treasurer, and Ron Johnson for secretary. Motion carried unanimously.

**2025 Library Budget Discussion** – Budget time for the village starts as early as July. Anne feels it would be good for the library to be ahead of the game and push to be included in Admin and Finance Committee discussions, which has not happened in the past. The board should have a good idea of where we want to be with budgeting by our June board meeting. Michele, Deb and Anne will meet before then to come up with a budget plan so that the board can advocate for that plan. The Osceola library receives the lowest amount of per capita support from its municipality of any of the area libraries.

**Unattended Child Policy Review and Approval** – Motion made by Arvid, seconded by Taylor, to approve the Unattended Child Policy with the slight change of replacing the words “Discovery Center” with “Library/Village Administration.” Motion carried unanimously.

**Library Director Vacation** – Anne has requested vacation time from October 20, 2024, to November 1, 2024. Motion to approve Anne’s request by Deb, seconded by Arvid. Motion carried unanimously.

**Library Director 6-Month Review** – Michele, Gail and Maureen (Personnel Committee) met earlier to do Anne’s 6-month review using a standardized evaluation form. Anne also completed the same form for her self-evaluation. Motion by Deb, seconded by Maureen, to go into closed session at 6:55 to consider the 6-month review of Library Director Anne Miller. Motion carried. Motion by Taylor, seconded by Arvid, to come out of closed session at 7:15 pm. Motion carried. The board went over the review with Anne.

**Next Meeting** – Thursday, June 13, at 5:30 pm.



**Library Board of Trustees  
Minutes of Regular Meeting May 9th, 2024**

President Merritt declared the meeting adjourned at 7:32 pm.

Respectfully submitted by  
Ron Johnson, Library Board Secretary