

**Board of Trustees Minutes
Two Harbors Public Library
Tuesday, November 2, 2021
4:30 P.M.**

The meeting of the Board of Trustees, Two Harbors Public Library, was called to order by President Dean Paron at 4:30 on Tuesday, November 2, for the regularly scheduled first Tuesday of the month. By Roll Call the following members were determined present: Michelle Golden, Amanda Houle, Karen Johnson, Dean Paron, Jackie Rennwald, Patty Tofte, John Weidner and Library Director, Madeline Jarvis. Board members Sharon Lind and Tina Linn arrived a few minutes later.

Appearances:

The **Minutes** of the previous meeting of October 5, 2021 were presented. Hearing no additions, changes or corrections Mic/Jackie moved to accept. Motion carried.

The **Bills** for October 2021 were presented. Amanda moved and John seconded that we accept the Bills.

The **Financial Report** for year-to-date through October 2021 was presented to the board for approval. John moved and Mic seconded that the report be accepted as presented and placed on file.

The **Librarian's Report** for October 2021 was presented. In the packet Madeline had also provided a report narrative of her first few weeks on the job and her priorities thus far. Karen/John moved to accept. Motion carried.

Committees:

Finance Committee: The Finance and Building Committees had not yet met and are waiting until the

Building Committee: Director is full time.

Art Committee: The Art Committee had met to get to know Madeline and think about how to get some art submitted for the yet-unscheduled Exhibit Space 2022. The November-December artist was unable to provide his work. Madeline, settling into her new office, was aware of a box of framed prints from the archives room that we plan to hang soon with the theme of "Home for the Holidays." Stay tuned.

Two Harbors Public Library Fund Committee: This group had not met but are thinking about the need to start publicity and what that would be and look like, considering the time limitation of the original \$25,000 needed. The current balance is a bit over halfway there.

Personnel Committee: This group had met several times and will address during old business.

Old Business:

- Madeline provided an update on grants. Final documentation for the Construction Project Grant has been submitted for the roof. She also shared items (LSTA) and ideas of items being considered for the ALS Mini Grant and the ARPA, as well as grants down the road.
- We looked at the pandemic-related graphic of benchmarks for when considering returning to

in-person programming, using Lake County stats that are also used by the school district.
Brief discussion of Board recruitment and retention.

At 5:10 Amanda/Mic moved to close meeting to the public as a personnel issue is considered.
Motion carried. At 5:55 Mic/Tina moved to reopen the meeting to the public. Motion
carried.

Because we needed to finish by 6:00 this election day, the Financial Reserves Policy (Old),
Upcoming Strategic Plan items (New), and Ancestry.com (New) were tabled.

The next regular meeting will be Tuesday, December 7, 2021, 5:00 pm.

At 5:58 Jackie/John moved to adjourn. Motion carried.

Respectfully submitted,

Patricia Tofte, Secretary