

# Two Harbors Public Library Board of Trustees Meeting

## Tuesday, October 4, 2022

### Call to Order

A meeting of the Two Harbors Public Library Board of Trustees was called to order by Board Secretary Sharon Lind at 5:01 p.m. pm on Tuesday, October 4, 2022. The following board members were in attendance: Amanda Houle, Karen Johnson, Sharon Lind (Secretary), Cheryl Passe, Michelle (Mic) Golden, Jackie Renwald (City Council Rep), Madeline Jarvis (Library Director), and Dean Paron (President-- late). Absent: John Weidner (Board Vice-President). Also present were Jan O'Donnell (FOPL Liaison), Emily Savageau (Library Technician), Jamie Sisson (potential Board member), Daniel Thewis (potential Board member) and Kim Leon (KTWH). Board President Dean Paron resumed the meeting at 5:07 p.m.

### Minutes

The Minutes of the previous meeting of Tuesday, September 6, 2022, were presented. Hearing no additions, changes, or corrections, the Minutes were approved.

### Bills

The bills for August 2022 were presented. Amanda/Karen moved to accept and pay the presented bills. Motion carried.

### Financial Report

The Financial Report through August 31, 2022 was presented. Karen/Cheryl moved to accept the Financial Report. Motion carried.

### Committee Reports

- **Building** (north lawn conversation) – See Librarian's Report; the remainder of the tree in the back needs to be taken down
- **Personnel** (director's review) – Madeline's one-year review was conducted and she "passed with flying colors"
- **THPL Fund** (Fifty to the Finish) – See Librarian's Report; once we reach 50 donors, FOL offered to provide funds to fully endow the Fund

### Liaison Reports

- **Friends of the Library** – Book Sale/Wellness Fair to be held at Lake View Hospital October 20-22
- **City Council Representative Update** – Jackie will keep us updated; city will be working on building projects

### **Librarian's Report**

The Librarian's Reports for Summer 2022 (both narrative and data) were presented. Dean/Karen moved to accept both reports. Motion carried.

### **Unfinished Business**

- Discussed board meeting cadence – Mic/Cheryl moved to amend Bylaws to state meeting time to be 2<sup>nd</sup> Tuesday of every month starting January 2023. Motion carried.
- Discussed library branding/logo direction – everyone agreed that would like to see a new drawing of the Carnegie building

### **New Business**

- **Blandin Boost Grant** – approval by City Council; over 300 applicants – 20 invited to apply for Boost Grant
- **Programming Policy** – Dean/Karen moved to accept, with the exception of grammatical edits, the Programs Policy.

### **Next Meeting**

Tuesday, November 12022 @ 5:00pm – THPL Board Meeting

### **Adjourn**

Dean moved/Mic seconded to adjourn the meeting at 6:00 p.m. Motion carried by consent.

Respectfully Submitted,  
Sharon Lind, Secretary