

Two Harbors Public Library Board of Trustees Meeting

Tuesday, January 10, 2023

Call to Order

A meeting of the Two Harbors Public Library Board of Trustees was called to order by Board Secretary Sharon Lind at 5:00 p.m. pm on Tuesday, January 10, 2023. The following board members were in attendance: Sharon Lind (Secretary), Karen Johnson, Cheryl Passe, Jamie Sisson, Daniel Thewis, Madeline Jarvis (Library Director), and Dean Paron (President-- late). Also present was Kari Koehler, Secretary of Friends of the Two Harbors Public Library. Absent: John Weidner (Vice President) and Amanda Houle. We currently do not have a City Council representative.

Minutes

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

Bills

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

Financial Report

The Financial Report for December 2022 was presented. Sharon/Daniel moved to accept the Financial Report. Motion carried.

Committee Reports

- **THPL Fund** (Fifty to the Finish) – The Fund received 57 donations! This will unlock the funds from FOL. Dean and Jamie are currently Board reps and Cheryl has also volunteered.

Liaison Reports

- **Friends of the Library** – Kari advised that the next meeting is on February 2, 2023. They had a successful book sale at the hospital last year and are looking at having one again in May or June this year.
- **City Council** – We will be getting an interim representative from the City Council prior to a permanent one being appointed in March.

Librarian's Report

The Librarian's Report for December (both narrative and data) were presented. Cheryl/Karen moved to accept both reports. Motion carried.

Unfinished Business

- **Service Desk Renderings** – Concepts A and B were presented. Will be using funds leftover from the grant for the bathroom.

New Business

- **Test Proctor Policy Review** – Karen/Daniel moved to accept this revised policy. Motion carried.
- **Child Safety Policy Review** – Dean/Sharon moved to accept this revised policy. Motion carried.
- **UHL Service Agreement** – Karen/Cheryl moved to accept the Bi-Annual HVAC & Controls Preventative Maintenance Agreement Renewal for 2023. Motion carried.

Next Meeting

Tuesday, February 14, 2023 @ 5:00pm – THPL Board Meeting

Adjourn

Dean/Karen moved to adjourn the meeting at 5:39 p.m. Motion carried by consent.

Respectfully Submitted,
Sharon Lind, Secretary