

Two Harbors Public Library Board of Trustees

Regular Meeting

Tuesday, February 1, 2022

Call to Order

The regular meeting of the Two Harbors Public Library Board of Trustees was called to order by Board President Dean Paron at 5:05 pm on Tuesday, February 1, 2022 for a regularly scheduled meeting. The following board members were in attendance: Dean Paron (Board President), John Weidner (Board Vice-President), Karen Johnson, Sharon Lind, Michelle (Mic) Golden, Cheryl Passe, Tina Linn, and Madeline Jarvis (Library Director). Absent: Amanda Houle, and Jackie Rennwald.

Minutes

The Minutes of the previous meeting of January 4, 2022 were presented. Hearing no addition, changes, or corrections, John/Sharon moved to accept. Motion carried.

Bills

The Bills for January 2022 were not available and will be presented at the February 1, 2022 meeting.

Financial Report

The Financial Report for January 2022 was not available and will be presented at the February 1, 2022

Dean Paron made a motion that when a regularly scheduled Library Board Meeting is on the 1st-3rd day of a month, Bills and Financial Report can be held and presented at the next regularly scheduled meeting. Sharon Lind seconded. Motion carried.

Librarian's Report

The Librarian's Reports (both data and narrative) for January 2022 were presented. Mic/Karen moved to accept both the report and the new format. Motion carried.

Committee Reports

No committees met in January.

Old Business

- **Board Recruitment and Retention**
Madeline Jarvis, reminded the Board that we need one more member. Active recruitment will be on hold until the Strategic Plan is completed.
- **2022-2024 Strategic Plan**
Goals from meeting on January 11, 2022 were reviewed. Point persons for each goal area were established.

- Create an online resource center of board information ranging from guiding documents to professional development opportunities through a shared drive (Sharon, Amanda)
- Identify library brand and take steps towards library logo (Dean)
- Clarify board commitment: create "one pager" or job description for Board of Trustees and committees that highlights goals, time commitments, skills needed, etc. (Cheryl, Karen)

Motion Cheryl Passe/Tina Linn. Motion carried.

- **COVID**

Topic was tabled until March meeting. Dean/John moved. Motion carried.

New Business

- **Discuss Americorps VISTA program**

Madeline Jarvis has submitted an application to VISTA to fund 2 temporary full-time summer staff members.

- **Review 2021 Overdrive usage**

Madeline Jarvis reported that Two Harbors patrons checked out 6500 E-books and 10,000 E-Audiobooks from Overdrive in 2021.

- **Agenda item for March Meeting**

Discussion of Monthly Library Board meeting dates and the possibility of moving the date to the 2nd Tuesday of each month to allow for more accurate reporting.

Kudos – Dean Paron complimented Madeline Jarvis and Library Staff on their work preparing the new Strategic Plan.

Next Meetings

Tuesday, March 1, 2022 @5:00p – THPL Board

Adjourn

Karen/John moved to adjourn the meeting at 6:00pm. Motion carried by consent.

Respectfully Submitted,
Michelle Golden, Secretary Pro Tem