

**MarLA Board Meeting Minutes**  
**10/17/2022 Marine Community Library**  
**7:00 p.m.**

**Members Present:**

Mary Burke, Beth Honetschlager, Janice Hunton, Anne Keogh, Elaine Larson, Jim Maher, Annie Minnich

**Members Absent:**

Deb Yanker Black, Lynn Bjorkman, Laurie Schmidt, Sophia Spisak

**Also Present:**

Gwen Roden

**Agenda**

**Welcome and Call to Order – Jim**

**Reading of Land Acknowledgement Statement – Jim**

**Board membership update - Jim**

- Two good candidates for children's programming committee have been identified: Kathy Scoggin, Kathy Ferrin

**Secretary's Report – Janice**

- Minutes of 8/17/22 meeting were presented.
- Discussion: none
- Beth moved to approve, Mary seconded; minutes were unanimously approved

**Treasurer's Report – Anne**

- Changes to financial position are minimal, three CDs at Edward Jones were renewed at a better interest range between 3-4%, \$25K endowment appears as a new line item in the balance sheet, MRAC balance is now 0.
- Anne is requesting projected budget amounts from committee chairs by our February board meeting for next year's budget.

**Spanish Club request**

- Ruth Willius is requesting that the Spanish Club group be allowed to meet in the library on Wednesday mornings through the winter. We felt this was an appropriate use of the space, especially if we made this a library-sponsored club similar to our book clubs.
- We need to be clear about our criteria for allowing groups to use the library.

**Committee Reports**

**Operations – Mary**

- The volunteer appreciation message will be sent out soon, inviting library volunteers to pick up their box of chocolates at the St. Croix Chocolate Co. as we did last year.

- Mary trained in three new volunteers last month.
- Mary would like to have a better system to invite new volunteers to participate in committees. It was suggested that after training Mary will send names to Jim, Jim will send a welcome email, and Mary will follow up and ask if volunteers have questions and find out how they would like to participate in the work of the library.
- The board received a request to post the land acknowledgement statement in the library. Elaine will work with Lynn Bjorkman and Sue Knapp to get a nice copy framed and installed.

### **Adult Programming – Jim**

- We need to create a clear system for reserving spaces with the city to avoid errors and duplication of effort. We are proposing that two people are designated to contact Lynette about reserving space, one from adult programming, and one from children's programming.
- Annie Minnich suggested we create a shared Google calendar for the library, and she will work with Elaine to set it up. Elaine will research how to link this calendar to our website.
- We have a full slate of programming through the spring:
  - Candidate forums October 20 and 27, at 7:00
  - Nov 17, Patti Isaacs will speak about her book visiting China in 1981 and 21 years later
  - In January, Dennis Reynolds will speak about his work helping communities describe their unique sense of place.
  - In February, Gayle Knutson and Jim Maher will share stories about their bike trips through Europe.
  - In April, the Watershed research director, Adam Heathcote, will discuss his work in Greenland and visible effects of climate change there.
- Doc Nite is still in the planning stages, but dates have not been set.

### **Art – Jim**

- Virginia Averil will display a show in December, and Hugh Heimdahl will follow early in 2023

### **Children's Programming – Annie**

- Saturday programming continues to move forward
- Story time with Red Bridge and the Marine Village school is popular, with a good turn out for the first event.
- Family fun nights continue.
- Annie asked on behalf of the committee whether they could make and sell t-shirts as advertising for the library? The board thought that was a good idea, and we would have many uses for them. Annie will bring this information to the next children's committee meeting.
- Instagram: Ashley Petroske, a new volunteer, has offered to create and maintain an Instagram account for the library.

### **Collections – Beth**

- Request for reconsideration process. The proposed policy is adapted from the Washington County policy. We need more discussion to clarify the process of communicating requests for reconsideration – to whom should they be sent, and what process will the board adopt to resolve them? Elaine will research having a fillable form on our website. Beth and Elaine will iron out the details of this process, and it will be discussed at our next meeting.
- For now, Beth moved to approve policy and the form, Elaine seconded, and the motion was unanimously approved.

## **Communications – Elaine**

- Elaine will look into creating QR codes for the library to put on posters and other communications, unique to a URL, so several of them could be utilized for programs, committees, events, etc.
- Lynn Bjorkman, Deb Black, and Sue Logan have all been helping with communications, generating and updating lists of good places for posting information, updating email lists, editing/updating website pages, working with Country Messenger to know how best to use the resources available, and maintaining the list of recent acquisitions on our website.
- Website updates: Elaine suggested we remove COVID policies from the website, following what Washington County has done recently. She would also like to update photos, and Gene DiLorenzo has agreed to create some new images. The donate button has draft page and will be implemented soon. We asked whether it can be more obvious on the home page, and Elaine will ask Sue Knapp how the design will work best.

## **Endowment – Jim**

- The endowment committee met with St. Croix Valley Foundation about how to market the endowment to our stakeholders, and they suggest that we advertise it widely rather than keeping on the quiet side.

## **Fundraising – Jim**

- The annual library appeal letter will be sent out this week, to a winnowed list of 600 recipients rather than the 1200 we have sent in the past. This lowers our cost, and focuses the letter toward those who have shown the most likelihood of giving in the past.
- March 11, 2023 is the current date proposed for the John Gorka fundraising concert. Jim expressed some hesitation about this event, since John just played this summer at a free concert in Marine, and our supporters are not going to live programs as much as they were in the past. We can ask John, Kyle Tennis, and the Zephyr theater what their thoughts are about audience sizes these days. We need to make a decision about this by November 15th and let John know if we are not going to move ahead.

## **Strategic Plan – Jim**

- Laurie is working with Juanita Ikuta and Karen Poel to make plans to continue work on this plan. Mary Burke will follow up after she attends the Washington County meeting.

## **Followup: Taco Daze parade/Folk School Festival/Birthday Party**

- We sold lots of books at the Folk School Festival, we received lots of enthusiastic recognition at the Taco Daze parade, and the birthday party was great with Michael Hall stealing the show!

## **Washington County update**

- The director of the Washington County Library, Amy Stenftenagel, is leaving and a temporary director is currently filling this position. Mary Burke will let us know when a new director is hired. This change in leadership affects us, especially regarding communication about the Jordan Bequest. The new director will need to be brought up to date about this history of the bequest, so moving forward with our proposed changes will be delayed. Jim plans to speak to the county board on November 1, and will ask how best to proceed.

**Special disbursement request**

- Jim moved that Matt Quast receive payment of \$1000 for his technical support for our programs. Annie seconded, and the motion was unanimously approved.

**Other Business**

- Gwen reminded us that the enchanted forest is coming up soon, possibly with a cost of \$30 per tree. We will participate again this year.

**Next board meeting:  
December 19 , 2022  
Adjourn time 8:32**