

Minutes
MarLA Board Meeting
December 18, 2023
(MCL/Zoom)
7:00 p.m.

Members Present: Laurie Schmidt, Jim Maher, Janice Hunton, Kathy Scoggin, Mary Burke, Beth Honetschlager, Anne Keogh, Elaine Larson, Lynn Bjorkman, Deb Yanker Black, Annie Minnich

Members Absent: Addie Smitten

Also Present: Kathy Ferrin, Debra Smith

Agenda

Welcome and Call to Order - Jim

Reading of Land Acknowledgement Statement – Jim

Secretary’s Report – Jim

- Minutes of October 2023 meeting were presented.
- Discussion: none
- Minutes were unanimously approved.

Treasurer’s Update – Anne

- Current financial position/state of activity
 - Anne purchased a new CD (18 month; 4.5%) to replace the one that was due today.
 - Strong financial position.
- 2024 Budget discussion
 - Anne connected with all the committees to get their budget input.
 - A deficit is projected for 2024. (There were deficits the last two years as well.) Donations are always uncertain, so there’s no appetite to project more. But we have CDs, Treasury bonds, and savings to fall back on. In addition, some committees come in under budget every year.
 - The Board will approve the budget at the February 2024 meeting.

Update on new members for 2024 - Jim

- There will be three openings in 2024. Jim, Beth, and Anne are rolling off the Board.
- New members recruited: Kathy Ferrin (will likely be the treasurer) and Debra Smith.
- One additional opening; Laurie is hoping to recruit someone.
- Lynn has agreed to be the Board president.

Consideration of Committees for 2024 and beyond - Lynn

- Lynn, Laurie, and Mary attended a non-profit board training session presented by the St. Croix Valley Foundation. With ideas from that session and in discussions with others, Lynn

developed and is proposing a modified committee structure. The proposal is to establish two new committees – Finance and Outreach – to combine existing committees to create strength, energy and focus to assist us in our efforts related to our Strategic Plan.

- The Finance Committee would be chaired by the Treasurer and would combine the responsibilities of the Endowment and Fundraising Committees. Members of the Committee would work with the Treasurer to provide internal checks and balances related to our financial activity. The Committee would be responsible for annual fundraising, budget planning and management, and all things related to the endowment.
- The Outreach Committee would identify, prioritize, and manage Library community outreach opportunities (i.e., Marine 4th of July festivities, Scandia Taco Daze, Scandia Farmer’s Market, Marine Mills Folk School Fall Festival). It would also identify Land Acknowledgement educational opportunities and/or partnerships.
- The new committee structure will be discussed at the February 2024 meeting.

Committee Reports

Adult Programming - Jim

- Documentary Night
 - The first Doc Night on Dec. 7 was a success, with a full house. The Library’s screen was used, because Paul Creager has bowed out for now, but the audience either didn’t notice the screen’s smaller size or liked it better than Paul’s screen because it was elevated on the stage. \$251 in donations were collected.
 - Future considerations for Doc Night: a bigger screen that can hang from the ceiling (Gayle is researching); new speakers (Matt Quast’s are being used now).
 - Next Doc Nights: Feb. 1 and sometime in March (Oscar nominations).
- Program ideas in the works:
 - Local historian Phil Anderson with a Minnesota History story. Jim is working on.
 - Leif Enger talk about his book coming out in April 2024. Beth is working on.
 - Possibly a program about giving, which Jim is working on.
 - Idea from Laurie: Presentation by Wendy Fernstrom, former Marine resident and paper and book artist, who lived homeless on the Boston streets.

Art – Jim

- Ginny Averill’s show is up through February.
- Carrie Katzenmeyer’s show will go up in March.

Children’s Programming – Kathy

- Family Fun Night
 - November 17 was Family Fun Night and PJ Storytime, both of which were well attended. About 45 people ate pizza and made puppets at Family Fun Night; about 15 kids listened to Debra read stories. Photos were taken, but they can’t be posted unless we get parents’ permission.
 - Next Family Fun Night is on January 19. Others will be in February and March.
- Marine Village School Collaboration
 - Most of the students now have library cards, thanks to the Children’s Programming Committee, and have been visiting the Library every other week and checking out books.

This works best when the Library is not open. At least 2 volunteers need to staff the Library during the class visits.

- Kathy noted that more children's books are needed, especially nonfiction. Suggestions for filling the holes: have teachers identify books wanted, get suggestions from Valley Bookseller, apply for a Lions grant to cover the cost, Children's Committee could purchase. Beth will talk to Kay to get the Collections Committee involved.
- Kathy is reading at the school every other Friday for ½ hour per class.
- Summer camps: planning is underway; sign up will likely be in February.

Collections – Beth

- The Committee met in October. Approximately 50 books have been purchased from the long list of suggested books. Washington County paid for \$500 worth of books (money is from property tax revenue that Marine residents pay for library services).
- Beth asked if the CDs could be gotten rid of, but the Board sees no reason for this, since the CDs take up space not otherwise used, and some of them do circulate.

Communications – Elaine

- Committee members are working on using Instagram to post photos, etc.

Endowment – Lynn

- Jordan Bequest Update
 - The Washington County Board held a workshop on Dec. 12, which was attended by Lynn and Jim, at which Washington County Library Director Jacquie Kramer briefed the Board on the history of the request and the reasoning behind our request to transfer the fund to an endowment managed by the St. Croix Valley Foundation. All members of the County Board expressed support for the plan. They had few questions and praised Marine and the Library. Our County Commissioner, Fran Miron, has been very supportive during this process.
 - On Dec. 14, the Marine City Council approved the revised Joint Powers Agreement between the County and City of Marine regarding the Library.
 - Next step: On Jan. 19 the County Board will consider the Joint Powers Agreement; it will likely pass.
 - The agreement is a County agreement but is for the benefit of the Marine Library. The County expects an annual report.
 - No money was requested from the Jordan Bequest this year, so as not to confuse the issue. Money must be on deposit for a year before we can withdraw earnings; so our first withdrawal will be in the spring of 2025.

Fundraising – Jim

- Donations are coming in in response to the recent fund-raising letter, end of the year giving, and possibly Doc Night.
- No fundraising events are planned as of right now.

Land Acknowledgement – Jim

- Jim was contacted by someone at Boutwell's Landing to consult about the statement they are writing.

Operations – Mary

- Volunteer event: Past events have been held in volunteers' homes, except during COVID, when volunteers were able to pick up chocolates at St. Croix Chocolate. Board members expressed a preference for a home event in the future, probably in late summer or early fall 2024.
- The Library's new hours, which go into effect on Jan. 2, have been communicated in various ways. Sue Knapp will design new bookmarks with the hours listed. New hours will be Mon., Thurs., and Sat.: 10-1; Tues., Wed., and Fri.: 3-6.
- An additional book scanner has been purchased so books can be checked in and out from another computer in the Library. The additional scanner will be useful when school classes are in the Library and when the original scanner acts up.
- Mary met with Jeff Cummins about phone and internet service. Jeff will work with Midco, Frontier, and the county to switch phone, voicemail, and internet from Frontier to Midco, and to get the county library's check-out machine and lockers working on Midco. Our cost will be around \$2,200 a year; the change is expected in mid January.

Strategic Planning – Laurie and Mary

- The vision statement and proposed goals were sent to Board members with a request for feedback. No changes were suggested, so the goals are assumed to be workable.
- Board members agreed that the goal statements should be sent to the committees for their ideas about measurements the committees can make. For example, the Operations Committee would like to count the number of patrons visiting the Library and the number of new members. Mary and Laurie, with review by Lynn, will put together a request to send to committee chairs.

Other Business

- Recognition of retiring board members; treats.

Next board meeting: February 12, 2024
Adjourn time: 8:22 p.m.