

Land O' Lakes Public Library
Board of Trustees
Minutes of October 8, 2025

1. Call to Order: Meeting called to order by Bob Hughes at 9:00 am
2. Establish that Proper Notice has been given
 - a. meeting posted on October 6, 2025
3. Quorum established
 - a. Roll Call and introduction of guest, if any
 - b. **Trustees Present:** Bob Hughes, Greg Wenzel, Mary Jo Zane, Stacey Adams, Jone Davis, Bernie Heindl
 - c. **Absent Excused:** Marcie Thorp
 - d. **Also in Attendance:** Shelly Knaack, Heidi, Chris, Mason
4. Approval of Secretary's Minutes
 - a. Motion by Stacey Adams, second by Bernie Heindl to approve the minutes from the meeting, motion carried
5. Treasurer's Report
 - a. Financial Report
 - i. Motion by Greg Wenzel second by Mary Jo Zane, to approve the financial report, motion carried
 - b. Check Authorization
 - i. Motion by Jone Davis, second by Bernie Heindl, to approve the payment of bills, motion carried
 - c. 3rd Quarter Unified Budget
 - i. shared and on track with our planned budget
 - ii. accounts are healthy
 - iii. donations estimate was shared
 - iv. lowered the estimate on interest
6. Director's Report
 - a. Library Statistics shared
 - b. Programing shared
 - c. Collection Development Grant: I have completed our 2025 Collection Development Grant through Northern Waters Library Service. We will be getting this grant plus reimbursement for my WLA membership before the end of the year.
 - d. Nominating Committee: I am on the Nominating Committee for the slate of Officers for Northern Waters Library Network. Along with Emilie Braunel from the Plum Lake Library and Sarah Adams from the Ashland Public Library, we will be presenting our recommendations at the next NWLS meeting.
 - e. Technology Meeting: On Sept. 25th, I participated in the Technology Meeting held by Robert Watson from NWLS IT Department. It was held in Boulder Junction, and I will receive continuing education credits for attending.
 - f. Director of NWLS Toured the LOL Library: Katherine Elchert, Director of NWLS toured our library last Thursday. It was fun to show our library off to the new director. I'm excited to work with Northern Waters under her leadership.

- g. Chris from the Historical Society asking for a donation from the library board for a grant and foundations database, it would be housed in Eagle River. The library is not going to donate

7. Old Business

a. Maintenance Report

- i. Parking Lot Restriping: Completed
- ii. Magnetic Doors/Security new Panel: Completed
- iii. Lower-Level Paint/Baseboards and Clear Corners: Greg Completed
- iv. Lower-Level Lighting Unit in Maintenance back corner: Greg put in a new light fixture.
- v. Electricity/LED Lighting: We are on Daniel Aguilar's calendar for the first week in November.
- vi. Repair Work outside of Women's Restroom: We are on Brad Olson's calendar to complete this work in November.
- vii. Outdoor Restroom Door Handles: On order, Taylor will complete once they arrive.
- viii. Work continues with the Lower-Level Workroom and Fire Department Inspection recommendations: We are making a lot of progress.
- ix. Sprinkler Shut Off: Sprinklers were shut off on Oct. 1st.
- x. Greg will work on the sign out front this fall if weather permits, otherwise in the spring
- xi. Greg did some lawn care work for the fall
- xii. Women's toilet in the basement needs a new flush valve and Greg will replace it
- xiii. Greg and Bob will do a maintenance walk through

b. Zoom Option

- i. Public Comment - from Heidi Reuter on the stopping of zoom access for meetings
- ii. look at using goggle meet
- iii. motion by Jone Davis to try google meet with camera and screen set up, make tweaks as we need them, second by Bob Hughes, motion carried

8. New Business

- a. Discussion/Recognition of Jone Davis's WLA/WEMTA Intellectual Freedom award
- b. 2026 NWLS Member Library Agreement
 - i. motion by Jone Davis to approve the NWLS library agreement, second by Bernie Heindle, motion carried

9. Committee Reports

a. Friends

- i. Greg went, short meeting
- ii. mini book sale was well attended in the morning
- iii. around \$1,500 made with book and quilt sale
- iv. money will go to the garden - will have its own line item
- v. ends for book racks being ordered
- vi. full slate of officers now
- vii. the February book sale will be seed money for the raffle in the summer

- b. Town
 - i. Shelly and Bob will be there
 - ii. Stacey, Bob, Marcie and Shelly will go to the budget hearing
- 10. Correspondence
 - a. two thanks you sent for donations
 - b. a nice letter from a patron who got a library card and sent \$20 - will be sending a thank you card
- 11. Proposed agenda for next meeting
 - a. Mary Jo will not be at the meeting
 - b. check board appointments
 - c. holiday decorations
 - d. library budget
- 12. Confirm next regular meeting date 9:00 AM, Wednesday, November 12, 2025
- 13. Adjournment at 9:52

Respectfully submitted by Jone Davis upon approval at the regular board meeting on November 12, 2025.