

Land O' Lakes Public Library
Board of Trustees
Minutes of Nov. 12, 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 November 10, 2025
3. Quorum established
 - a. Roll Call and introduction of guest, if any
 - b. **Trustees Present:** Bob Hughes, Greg Wenzel, Stacey Adams, Marcie Thorp, Jone Davis, Bernie Heindl
 - c. **Absent Excused:** Mary Jo Zane
 - d. **Also in Attendance:** Shelly Knaack, online Heidi Reuter
4. Approval of Secretary's Minutes
 - a. Motion by Bernie Heindl, second by Greg Wenzel to approve the minutes from the meeting, motion carried
5. Treasurer's Report
 - a. Financial Report
 - i. Motion by Jone Davis, second by Bernie Heindl, to approve the financial report, motion carried
 - b. Check Authorization
 - i. Motion by Greg Wenzel, second by Jone Davis, to approve the payment of bills, motion carried
 - c. Town Budget - shared
 - d. Library Budget - shared
6. Director's Report
 - a. Statistics shared
 - b. Upcoming programs shared
 - i. Nov. 29 - Family Ornament Workshop 11:00-1:00
 - ii. Dec. 4th Christmas Cookie Decorating 11:00
 - iii. Dec. 9 at 11:00 and Dec. 18th at 1:00 Gift Wrapping Parties
 - c. Successful Events in October
 - i. Events: Spring Rolls, Candy Bingo and Boo Bash all did very well! We will most likely repeat Candy Bingo-maybe for Valentine's Day. Boo Bash brought in about 130 people, very successful. The weather helped. We are grateful for the volunteer help and the Fire & Ambulance who helped make it a community event.
 - d. Website: Our website will need to be ADA compliant by April of 2027. WebWorkLife, our website company, will not take on the liability. I had a meeting with Brendan Tuckey who is with the Wisconsin Valley Library System. Wisconsin Valley will flip our website and rebuild parts that need to be changed in order to be ADA compliant. While doing a rebuild, I will have him incorporate

our logo colors and we will update all the pages. I'm hoping to add "Donate" buttons to both the Friends of the Library page and a spot for folks to donate to the library. This will make more work for the director but will save some money in the long run. Training will be provided on how to update the website.

- e. Baker and Taylor, Book Supplier has closed. You may have heard that our main book supplier, which was in business for 200+ years, closed their doors and all the librarians had to scramble to order books from another supplier. Luckily, I was frustrated this summer with some of the backorders and updated our account info with another book supplier that previous directors have ordered from: Ingram. When Baker & Taylor closed, we had almost 150 books on back order. I was able to quickly order so we are currently caught up. Luckily, we already had an account and were considered customers, so our shipments went out sooner than those who are just setting up accounts.

7. Old Business

a. Maintenance Report

- i. Door Handles, outdoor restrooms- completed by Taylor the Locksmith.
- ii. Upgrade to new Fire Communicator: We are on the list for Paladin, no date confirmed yet.
- iii. Deep Cleaning: Karen Vermoch completed on Monday the 10th.
- iv. Greg took care of the flies in the light fixtures, cleaned the beams and cleaned the lights in the back of the library.
- v. Electricity/LED Lighting/Exit Lights: Work to start next week.
- vi. Work continues with the Lower-Level Workroom and Fire Department Inspection recommendations: We are still making a lot of progress.
- vii. Outdoor Furniture and Shed: Outdoor furniture all put away, and the shed is organized for the winter.
- viii. Furnaces/Fall Check Up: Quality Heating came and checked out our furnaces. All looks good.
- ix. Greg - working on dusting high beams, yard sign in the spring, sagging shelves, hallway baseboards in progress of cleaning, upstairs door needs to be trim, 3 corner protectors needed up stairs, reverse fans, chair rail will go up on Nov. 22 starting at 10:00

8. New Business

a. Michigan Funding

- i. we serve the Watersmeet community and we get money from Gogebic County, but not the township
- ii. Do we approach the township, the tribe, etc.
 - 1. Start with a letter/introduction/report to the town clerk and then proceed from there

b. Holiday Decorations

- i. Slowly starting to decorate as weather permits

c. Library Board Appointments

- i. Stacey Adams will not be renewing her board position

- ii. Shelly has recommendations for potential members
 - 1. Donna Murray-Tiedge is interested in the position
 - 2. Will come to the December meeting

9. Committee Reports

- a. Friends
 - i. group is growing
 - ii. good meeting
 - iii. continuing to work hard
 - iv. looking into the next year for programs
 - v. filled all the officer positions
- b. Town
 - i. Budget meeting Tuesday at 6
 - ii. Town meeting Wednesday at 6
 - iii. Marcie for Wednesday and Shelly will be there both days

10. Correspondence

- a. no report

11. Proposed agenda for next meeting

12. Confirm next regular meeting date 9:00 AM, Wednesday, December 10, 2025

13. Adjournment at 10:10

Respectfully submitted by Jone Davis upon approval at the regular board meeting on December 10, 2025.