

Land O' Lakes Public Library
Board of Trustees
Minutes of July 8, 2026

1. Call to Order: Meeting called to order by Bob Hughes at 9:00am
2. Establish that Proper Notice has been given
 - a. meeting posted on July 6, 2026
3. Quorum established
 - a. Roll Call and introduction of guest, if any
 - b. **Trustees Present:** Bob Hughes, Greg Wenzel, Marcie Thorp, Jone Davis, Bernie Heindl, Donna Murray-Tiedge
 - c. **Absent Excused:** Mary Jo Zane
 - d. **Also in Attendance:** Shelly Knaack
4. Approval of Secretary's Minutes
 - a. Motion by Marcie Thorp, second by Donna Murray-Tiedge to approve the minutes from the meeting, motion carried
5. Treasurer's Report
 - a. Financial Report
 - i. Motion by Bernie Heindl, second by Jone Davis, to approve the financial report, motion carried
 - b. Check Authorization
 - i. Motion by Jone Davis, second by Greg Wenzel, to approve the payment of bills, motion carried
 - c. Second Quarter Unified Budget shared
6. Director's Report
 - a. Statistics, ongoing and upcoming programs shared
 - b. Programming recap
 - i. Laptop distribution was amazing. We currently have only 4 left, so we gave away 246! These laptops are listed at \$309.99 on the Human i-t website. This is a total of \$77,497.50 we provided to the community!
 - ii. The movies have been really well attended this summer! Both the adult geared ones and the kids' ones.
 - iii. The passive programming in the library has been very popular including: Break in bags, scavenger hunts, I Spy game and Mystery Kits.
 - c. Meeting Room Usage is on the upswing this summer, with the lower-level rooms being booked often.
 - d. The NWLS Marketing Committee, which I'm a part of, is conducting a survey to see what NWLN Members would like the committee to offer.
 - e. I've been doing a little grant writing. I have applied for: Robinson Grant and Collection Development Grant. I'm in the process of applying for a WE Energies grant.
 - f. I've created a Wishlist and it's one I can add and take off continually, so we can have it all year around.

7. Maintenance Report

- a. Paige the Statue-Greg has made a concrete base for Paige. Greg will pick up bolts to secure it to the base.
- b. Window Repair-Greg is checking on repairs for the windows/window hardware.
- c. Women's Restroom Handle-Greg replaced the upstairs Women's Restroom Handle and made it ADA compliant.
- d. Elevator – Greg fixed the Elevator Button, saving us an \$850 Service Call.
- e. Sprinklers: Green Lawn came and fixed the sprinkler schedule so that we are getting water on the lawn for 30 minutes at a time on our right side (facing the building). The birch tree is taking a lot of the moisture, so it is really dry.
- f. Fire Inspection: Our fire inspection went well. We still need some work completed by Daniel but we've done everything we can on our own.
- g. Snowmobile groomer fixed one part of the fence
- h. Front Door - between \$5,000 and \$8,000, saving the carving, replacing some hardware, making progress, hopes to get it done this year.
- i. Bob will repaint the sign out front

8. Old Business

- a. Library Parking, cameras, and signage
 - i. WiFi technologies quote
 - 1. 3 new cameras total
 - a. front
 - b. back door
 - c. replace camera on pole with a wide angle that would cover the lot and side of building
 - 2. Would change everything over to WiFi technologies
- b. Motion by Jone Davis to approve the quote from WiFi technologies for the three cameras, seconded by Bernie Heindl
- c. Signage has been designed, Shelly will order 6

9. New Business

- a. Annual Book Sale Sign Up Sheet
 - i. passed out for those who have time to help
- b. Update on Employee Vacation/Sick/Comp
 - i. shared with an update
- c. Discuss/Approve Fireside Room Furniture
 - i. shared ideas
 - ii. check on warranty, check on return policy
 - iii. motion by Jone Davis to spend up to \$15,000 on furniture for the fireside room, seconded by Bernie Heindl
- d. Policies to Discuss/Approve
 - i. Children's Policy
 - 1. motion by Jone Davis to approve the updated Children's Policy, seconded by Donna Murray-Tiedge, motion carried
 - ii. Computer/Internet Policy

1. motion by Bob Hughes to approve the updated Computer/Internet Policy, second by Marcie Thorp, motion carried
- iii. Social Media Policy
 1. motion by Bernie Heindl to accept the Social Media Policy, seconded by Jone Davis
- iv. Volunteer Policy
 1. motion by Marci Thorp to approve the updated Volunteer Policy, seconded by Greg Wenzel, motion carried

10. Committee Reports

- a. Friends
 - i. book sale coming up
 - ii. ready to go and organized
 - iii. lots of items for the silent auction
 - iv. rolling shelves are so nice for the sale
- b. Town
 - i. Shelly, Bob, and Marcie will be there

11. Correspondence

- a. one thank you sent out for a \$1,000 donation for our Halloween event

12. Proposed agenda for next meeting

- a. personnel committee meet in August
- b. budget committee meet in August

13. Confirm next regular meeting date 9:00 AM, Wednesday, August 12, 2026

14. Adjournment at 10:00

Respectfully submitted by Jone Davis upon approval at the regular board meeting on August 12, 2026.