

OPEN MEETING NOTICE

River Falls Public Library
Library Board of Trustees
Nov. 7, 2022 at 6:30 PM

AGENDA

1. Call to order
2. Establish a quorum
3. Certify compliance with Open Meeting Law
4. Approve agenda
5. Approve minutes from last meeting
 - Action Items Approve Sept 2022 Library Expense Report (\$15,383)
 - Approve December, 2022 bonus to library full-time staff
 - Approve December, 2022 bonus to library half-time staff
6. Director's Report
7. BTR (Bentz, Thompson, and Rietow) Master Plan Presentation (Library Space Needs and Facility Assessment)
8. President's Report & Announcements
10. Next meeting: ***December 5, 2022 at 6:30 p.m.***
11. Adjournment

River Falls Public Library will attempt to provide accommodations to members of the public who wish to attend meetings, provided reasonable notice of need is given. To request such accommodation, please contact Kim Kiiskinen at (715) 425-0905.

Please join my meeting from your computer, tablet or smartphone.

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River Falls Library Board of Trustees
Monday, October 17, 2022 at 6:30 pm

Present: Rebecca Ferguson, Tanya Misselt, Mike Metro, Sean Downing, Lorraine Davis, Whitney Rudesill, Tiffany Alexander, Jean Ritzinger. Guests: Kim Kiiskinen and Kay Montgomery.

Absent: Wayne Rudesill.

1. **Call to Order:** The meeting was called to order by President Rebecca Ferguson.
2. **Quorum:** A quorum was established.
3. **Open Meeting Law:** Library Director, Tanya Misselt confirmed the meeting was properly noticed.
4. **Approval of the Agenda:** Motion to approve the agenda was made by Ritzinger, seconded by Heinselman. Motion carried.
5. **Approval of Minutes:** Motion to approve the minutes was made by Metro, seconded by Rudesill. Motion carried.
6. **Action Items:**
 - a. Approve Sept.2022 Library Expense Report (\$15,383.64)
-a motion was made by Heinselman, seconded by Downing to approve the bills. Motion carried.
 - b. Approve amended policies: Technology Equipment Policy, Kindle Policy, WI-FI Hotspot Policy, and Chromebook Policy:
- a motion was made by Ritzinger, seconded by Heinselman to approve the policies with a modification to remove fines. Motion carried.
7. **Director's Report:**
 - a. Library Closed - The library will be closed, along with all city offices, on November 11th , for clean-up and training.
 - b. Boiler Issues: Tom Schwalen has tried to do an inexpensive fix which failed. Unfortunately they don't make those boilers anymore. A discussion followed on how the new boilers will be funded.
 - c. New Roof - Insurance will cover most of the upgrade due to hailstorm damage.
 - d. Library Funding:

Misselt reported on her meeting with Pierce County regarding reimbursement for services. Pierce County agree to increase their share from 80-85%.

Misselt and Ferguson have been meeting with various city council members regarding funding and getting good feedback. Misselt has done research comparing our funding to 19 other similar sized libraries and we rank significantly lower.
8. **Adjournment:** A motion was made to adjourn by Ritzinger, seconded by Davis. Motion carried.

Respectfully submitted, Jean Ritzinger secretary

RIVER FALLS PUBLIC LIBRARY
 Director's Report – Tanya Misselt
 October, 2022

Library Donations

October 3 to Oct. 26, 2022 Donations to River Falls Public Library			
Un-designated		Designated	
Donations: \$	Total: \$62.87	Donations: \$	Total:
Book Sale: \$6.80, \$25.79, \$30.28			

Book Sale

Monday, October 31 until Saturday, November 19 in the Library Main Lobby
 \$.25 per item suggested donation

Veteran's Day

The library will be closed on Friday, Nov. 11, 2022 for staff training, cleaning and collection shifting.

Upcoming Adult Programs

- **Title IX: a Retrospective Tuesday, November 8 at 7pm in the Main Level Meeting Room** A co-hosted event with AAUW. 50 years of legislation which changed the face of women's sports and athletics through the eyes of those who lived it! A panel discussion with Darcy Boock, Mary Linehan, Deb Timmerman and Crystal Lanning.
- **Autumn Open Mic Poetry Tuesday, November 15 at 6:30pm in the Lower Level Community Room or on the library Facebook page or YouTube channel** Everyone welcome to share a poem.
- **Patty Loew - Seventh Generation Earth Ethics: Native Voices of Wisconsin Thursday, November 17 at 6:30pm virtual only on the library Facebook page or YouTube channel**
 Dr. Loew is a professor in the Medill School of Journalism and a citizen of Mashkiiziibii-- the Bad River Band of Lake Superior Ojibwe.
- **Lindsey Strange - Can Fashion Be Sustainable? Wednesday, November 30 at 6:30pm in the Lower Level Community Room or on the library Facebook page or YouTube channel** Sustainability Series - What Innovation Looks Like in the Global Apparel Industry.

City Employee Bonus Announced

At the City's all staff meeting held on Wednesday, October 26th it was announced that all full-time staff will receive a \$1,000 employee bonus on December 2, 2022. It was also announced that part-time (meaning half-time) employees will receive an employee bonus of \$500 on December 2, 2022. Since the library budget falls uniquely under the authority of the Library Board, I ask that the Board follow this recommendation by the City so that all City employees are treated the same way.

Adult Program Planning

Library staff are well into planning for the January-April, 2023 programs. We are excited to be offering a winter wellness game for adults. St. Croix County Health Department was contacted for recommendations to make two foot-massage machines available to use in the library from January-April. Patrons must wear socks and biodegradable booties provided by the library, as well as spray disinfectant on the machines between usage.

Winter Wellness Presenters

- 8 Dimensions of Wellness
- Art programs
- Farming, Eating Seasonally and supporting local economy
- Financial Wellness
- Yoga for the Very Beginners
- Serenity Roots Drum Circle
- Experiential Journaling
- Children's author visit (partnership with RFSD regarding children's wellness)
- Self-Brainspotting: A Simple & Powerful Mindfulness
- The Planet You Inherit (author visit)

February is Black History Month

Historian Abdur-Rahman Muhammad for "Who Killed Malcolm X?" plans are still on target for probable presentation date of Tuesday, February 7. This is a partnership with UWRF.

March is Women's History Month

Audrey Farley, author of "The Unfit Heiress: The Tragic Life and Scandalous Sterilization of Ann Cooper Hewitt" will present virtually on Thursday, March 23.

Check Date:

Start: 9/1/2022

End: 9/30/2022

Council Approval Report



Vendor Link	Invoice	P. O. #	Description	Invoice Date	Invoice Total
BAKER & TAYLOR					
	414 2036937384		LIBRARY AUG2022-22 BOOKS PURCHASED	8/10/2022	\$307.93
	414 2036943066		LIBRARY AUG2022 - 62 BOOKS PURCHASED	8/12/2022	\$869.49
	414 2036955809		LIBRARY AUG2022 - 24 BOOKS PURCHASED	8/17/2022	\$307.98
	414 2036969764		LIBRARY - 50 BOOKS PURCHASED	8/23/2022	\$765.78
	414 2036979578		LIBRARY - 23 BOOKS PURCHASED	8/30/2022	\$305.84
	2070			Total:	\$2,557.02
BENTZ THOMPSON RIETOW INC					
	590 15645	220093	JULY2022 LIBRARY PLANNING STUDY	8/1/2022	\$1,807.56
CENGAGE LEARNING					
	123 78281715		LIBRARY-AUG2022 THORNDIKE PLAN-6 BOOKS PURCHASED	8/10/2022	\$182.34
	123 78339631		LIBRARY - AUG2022 WESTERN 2 PLAN/TWO BOOKS	8/17/2022	\$47.23
	246			Total:	\$229.57
CENTURYLINK					
	1796 601089340		AUG2022 OUTGOING LONG DISTANCE FAX LINES	8/31/2022	\$0.13
DEARREADER.COM LLC					
	656 34428		LIBRARY - ONLINE BOOK CLUBS/ONE YEAR SUBSCRIPTION	9/1/2022	\$475.00
DEMCO INC					
	577 7170060		LIBRARY - BOOK JACKET COVERS/FILAMENT TAPE/PROT	8/17/2022	\$190.03
	577 7173044		LIBRARY - DVD ALBUMS/LIQUID PLASTIC/MENDING TAPE	8/23/2022	\$147.12
	1154			Total:	\$337.15
EBSCO					
	853 2300444		LIBRARY-OLDER USED CAR GUIDE RATE ADJUSTMENT	8/13/2022	\$11.00
EO JOHNSON CO. INC					
	98 32216405		AUG2022 LIBRARY RICOH COPIER BASE PYMT/USAGES	8/11/2022	\$270.80
FBG SERVICE CORPORATION					
	364 930957	220215	JULY2022 CLEANING SERVICES-MULTIPLE DEPTS	8/1/2022	\$1,571.00
	364 931398-1	220215	AUG2022 CLEANING SVCS-MULTIPLE DEPTS/PARKS-JUL/AUG	8/31/2022	\$1,571.00
	364 930920		LIBRARY-AUG2022 EXTRA CLEANING ON TUES/THURS	8/31/2022	\$585.00

Check Date:

Start: 9/1/2022

End: 9/30/2022

Council Approval Report



Vendor Link	Invoice	P. O. #	Description	Invoice Date	Invoice Total
	364 932972		LIBRARY-SEPT2022 EXTRA CLEANING ON TUES/THURS	9/21/2022	\$585.00
	1456			Total:	\$4,312.00
HUEBSCH LAUNDRY COMPANY					
	146 20171293	220024	8/31/22 LIBRARY RUG SERVICE	8/31/2022	\$78.66
INGRAM LIBRARY SERVICES					
	620 71271291		LIBRARY - 19 BOOKS PURCHASED	8/30/2022	\$201.11
IVERSON LASER ENGRAVING INC					
	177 0041566		LIBRARY - TWO PLASTIC NAMETAGS	8/16/2022	\$18.00
MALANAPHY, PEG					
	1192 AUG2022		LIBRARY-ALCOHOL INK PAINTING CLASS	8/15/2022	\$450.00
SCHINDLER ELEVATOR CORP					
	444 8106038239		SEPT2022-NOV2022 LIBRARY ELEVATOR MAINT	9/1/2022	\$670.62
SCHOOL DISTRICT OF RIVER FALLS					
	229 SEPT2022		LIBRARY - RFHS UNSTRUMENTAL PRESENTATION	9/1/2022	\$200.00
ST CROIX VALLEY NATURAL GAS CO					
	255 AUG2022		AUG2022 NATURAL GAS BILL	8/31/2022	\$888.44
STAPLES INC - VT					
	2376 DET#10146807/ AUG2022		AUG2022 OFFICE SUPPLIES - MULTIPLE DEPTS	8/31/2022	\$373.08
T-MOBILE USA INC					
	269 952886095/JUL Y2022		JULY2022 LIBRARY MOBILE INTERNET CHARGES	8/31/2022	\$344.40
TRAVELERS					
	3027 SEPT2022		PYMT 1/2022-2023 BOILER&MACHINERY POLICY	9/1/2022	\$1,886.93
TUESDAY CLUB OF RIVER FALLS INC					
	3669 2022		LIBRARY-2022 MEMBERSHIP/MISSELT	9/1/2022	\$228.00
WI DEPARTMENT OF REVENUE					
	3 AUG2022SALES S TAX		AUG2022 SALES TAX	9/1/2022	-\$0.23
	3 AUG2022SALES S TAX		AUG2022 SALES TAX	9/1/2022	\$44.40
	6			Total:	\$44.17
	21329			Grand Total:	\$15,383.64