

Northern Waters Library Service Board of Trustees Bi-Monthly Meeting

November 16, 2024

10:00 a.m.

Location: Online Only

1. Call to Order/Roll Call

Jeff Burke called the meeting to order at 10:00 am.

Present: President: Jeff Burke (Vilas County), Vice President: Jocelyn Ford (Washburn County), Treasurer: Clarence Campbell (Ashland County), Connie Cogger (Bayfield County), Samuel Pomush (Douglas County), Ron Leino (Douglas County), Howard Hendrickson (Douglas County), Roxanne Lutgen (Iron County), Dian Delong (Sawyer County), Sue Hendrickson, (Douglas County), Richard Logan (Vilas County), Linda Featherly (Washburn County), Kathryn McKenzie (Douglas County), Courtney Dietsche (Douglas County), Jim Crandall (Bayfield County), Erin Fox (Burnett County), Buzz Byrne (Burnett County), Donna Knuckey (Library Representative from Winter), Michelle Gostomski (Business Manager, Tony Kriskovich (IT Director)

Absent: Ron Buckholtz (Sawyer County)

2. Guest Comments

None.

3. Approval of the September 14th, 2024, Board of Trustees Meeting Minutes

Motion by Samuel Pomush, second by Susan Hendrickson to approve the September 14, 2024, Board of Trustees Meeting Minutes. Motion carried unanimously.

4. Acceptance of September and October 2024 NWLS Expenditures

Motion by Linda Featherly, second by Jim Crandall to accept the September and October 2024 NWLS Expenditures. Motion carried unanimously.

5. Acceptance of the October 31, 2024 Financial Statement and Budget Report

Motion by Susan Hendrickson, second by Buzz Byrne to approve the October 31, 2024 Financial Statement and Budget Report. Motion carried unanimously.

6. Hiring Committee Update

Michelle Gostomski gave a synopsis of the work that the Hiring Committee has been doing to find a new director. She thanked the committee members for their work on the position description, job advertising, accelerated timeframe, interviewing questions and dedication to the process. Jeff Burke suggested that board members accompany the new director on visits to member libraries. This suggestion was well received.

7. Approval of LEANWI Website Services Policy (III. Scope#9 of Services in NWLS Technology Services Policy)

Motion by Susan Hendrickson, second by Jocelyn Ford to approve the policy. Tony Kriskovich explained the LEAN partnership and the policy and said Winding Rivers System will be added to the scope of work. Motion carried unanimously.

8. Approval of NWLS Technology Service Discontinuation Policy (V. Scope of Services in NWLS Technology Services Policy)

Motion by Roxanne Lutgen, second by Susan Hendrickson to approve the policy. Tony Kriskovich explained the policy. There was discussion about how the policy shows the amount of work that goes into making the libraries run. Motion carried unanimously.

9. Approval of LEANWI Information Technology Strategy (2025-2029)

Motion by Sue Hendrickson, second by Roxanne Lutgen to approve the policy. Tony Kriskovich described the policy and stated it needs to be placed on file with DPI. Motion carried unanimously.

10. Approval of 2025 Board of Trustees 2025 Meeting Dates

Motion by Sue Hendrickson, second by Connie Cogger to approve the proposed 2025 budget meeting dates as presented. Motion carried unanimously.

11. Director's Report

Updates from member libraries:

- Hurley has a new director, Sunny Ofstad. System staff provided a short orientation and arranged a mentor (Shelly, Land O'Lakes).
- Winchester's is beginning a director search. System staff and DPI are providing support to the Board. Blaze Burton, the library assistant, is handling the day to day operations.
- The Materials collection policy concerns at Iron River have been resolved. The updated policy was approved and the minutes from the meeting shared with DPI. Jacquie Pooler is waiting for the November Iron River Town Board meeting to see if the appointment of Library Board members will be resolved at that time.
- CORRECTION: Webster's director will NOT be resigning.
- Angie Carlson, the new director at Phelps, had a short orientation with system staff and has a mentor (Donna, Winter). Phelps received a Flexible Facilities Program grant of \$4,250,000 to assist with the construction of a new library and community center.
- Spooner received a pledge for \$500,000 for the building remodel.
- Cable received a Flexible Facilities Program grant of \$1,865,120 to assist with the expansion of the Forest Lodge Public Library.
- Ann Larson accepted the Hayward director position on October 1. System staff provided a short orientation and arranged a mentor (Cherie, Boulder Junction).
- Julia Pusateri was officially named the director at Mercer. The library has received a Flexible Facilities Program grant of \$101,882 to assist with renovations to expand the existing space to include 4 multi-purpose rooms, a conference room and a memory lab.
- The Vaughn Library in Ashland received a Flexible Facilities Program grant of \$3,386,967 to assist with the library expansion and updates. The library will move out of the current building in 2025 for the remodel.

12. Adjourn