

Frankenmuth Wickson District Library

Board Minutes

November 14, 2022

Call to Order: The meeting was called to order at 3:56 by President Lisa Roethlisberger.

In Attendance: Lisa Roethlisberger, Carol Lenard, Tom Pepera, Marty Mattlin, Adele Martin, Michelle DuClos

Minutes: The minutes from the October 10, 2022 were read and approved with no changes.

Agenda: Item 7.6 Amazon card was added.

Financials: \$1500 was withheld from furniture purchase for incorrect tables.

Tax collection from Buena Vista questioned. Michelle will look into that.

Change from a Wealth Builder Savings Account to a Mega Account was tabled until next month.

Tom Pepera moved the financial report be approved. Marty Mattlin supported.

Directors Report:

Jennifer Hardin hired as a Librarian 1.

Auditors working on the audit.

Michelle is evaluating staff hours.

Carbon monoxide sensors will be placed in the library.

Elevator repairs ongoing. Elevator policy discussed.

Unfinished Business:

Strategic Plan 2023-2025 will be introduced with key phrases: Welcome, Connect, Communicate, Educate. These will be shared with the public. Marty Mattlin moved these be approved. Carol Lenard supported.

The board will be looking into a Reserve Study.

Michelle DuClos' finalized contract was disclosed. Lisa Roethlisberger moved it be approved. Adele Martin supported.

An exit interview with Pam Williams was conducted by Lisa Roethlisberger. Her consulting contract was signed.

Security systems are in the process of being quoted. All quotes allow for remote viewing. Turner Tech, Secure and Ace Alarm have all submitted quotes.

Amazon Line of Credit has been transferred.

New Business:

The Estate of Marianne Sequin has generously included the Wickson District Library in her bequests. An account has been opened with Baird Private Wealth Management. The funds are not restricted.

Elevator procedure written and reviewed.

Jon Webb will visit the board in February of 2023 to discuss the Johanson Endowment.

Starting in December Library policy will be reviewed.

Dates for 2023 Board Meetings:

January 9, 2023

February 13, 2023

April 10, 2023

May 8, 2023

June 12, 2023

August 14, 2023

September 11, 2023

October 9, 2023

November 13, 2023

December 11, 2023

The meeting was adjourned by President Lisa Roethlisberger at 6:02 p.m.

Respectfully submitted,

Susan Todd