



Schreiner Memorial Library

Board of Trustees

Wednesday January 8 2025; 5:00 p.m.

Schreiner Memorial Library

113 West Elm Street, Lancaster, WI

Meeting Minutes

In-person

- Call to Order Matt Pennekamp called the meeting to order at 5:00 pm
- Roll Call - Lisa Zabel- present, Carrie Post- present, Matt Pennekamp- here, Luann Droessler- present, Breanna Callahan- here, Carolyn Ingebritsen- present, also present [Martha Bauer](#) library director. Board members absent-, Lisa Tranel (resigning) Public present are Kellie Turner, Benjamin Winter, and David Timmerman from Herald Independent.
- Secretary's Report – Minutes of November 13th meeting- Luann Droessler made a motion to approve the minutes. Lisa Zabel seconded the motion. Motion passed unanimously.
- Treasurer's Report – Previous Month's list of bills – Funds from ARPA (COVID relief money) can be used for furnace repair, which will cost upwards of \$10,000. Lisa made a motion to accept the treasurer's report. Carolyn seconded the motion. Motion passed unanimously.

Library Director's Report – Approval of fine fund expenditures

- a. Phones were out of order. Bob was able to fix it temporarily. We are moving forward with [Keith Oyen](#) and TDS services to set up a new system.
- b. \$5,000 grant was awarded from the Community Foundation of Southern Wisconsin for our Makerspace project. Dementia-friendly items, Cricut and Designing space will be stocked with this grant.
- c. Strategic planning will be moving forward.
- d. UServer will be replaced if necessary
- e. Finals study nights planned
- f. Replacement for Lisa Tranel
- g. SWLS is offering a workshop regarding materials challenges from 1-4 in Fennimore.
- h. Review of circulation numbers

Lisa Zabel made a motion to approve the fine fund expenditures. Breanna Callahan seconded the motion. Motion passed unanimously.

- Public Comments, Presentations, and Communications- None
- Trustee Reports- none

- Committee Report- Plaza committee has chosen the bands for the summer nights on the plaza.
- New Business
 - a. Review Computer Use Policy – First Reading Benjamin Winter would like to have students be able to use the computers if:
 - i. Permission from parents - Kristin would support having the parent sign the permission for computer use **in person.**
 - ii. 5th grade- Students who have completed 4th grade or are 10 years old

Discussion was held regarding the training of kids that would potentially use the computers. The policy in general.

- b. Review Materials Policy – First Reading – Martha presented a few updates to the current policy - The Board commented that the policy should include a mention that any challenged material must be available through our library system, to all board members. Add language: **We will provide Review process updates that will be available following Board meetings.** Martha reviewed the [Platteville policy.](#)
 - c. Review Annual Library Board Calendar – Discussion
 - d. Request Fine Fund Account Audit – Martha will be taking the materials to begin a review process done by the Board Treasurer- Luann Droessler
 - e. Community room alcohol request – Carolyn Ingebritsen made a motion to approve the request for alcohol
 - f. Compile a list of potential library board candidates – Ann Dolan, Shane Labudda, Joe or Ashley Krantz Discussion
 - g. Consider rotating library board meetings between Lancaster and The Hub in Potosi. Our Feb 12th at 5 pm meeting will be in Potosi at the Hub.
- Adjourn [Carrie Post](#) made a motion to adjourn the meeting. at 6:42pm. Luann seconded the motion. The motion passed unanimously.

Next Meeting: February 12, 2025 at 5:00 p.m.

Notice to Library Board members; Grant County Herald Independent; WGLR; City Clerk