

Library Committee
November 9, 2023

1. Call to Order:

Meeting called to order at 2:00 p.m. by Carly Mulliken.

In-person attendees: Cindy Nelson, Chairperson; Windsor McCutcheon, Treasurer; Suzanne Ihrig, Branch Manager; Grace Held, Member.

Virtual attendee: Lane Methner, Ephraim Business Council.

2. Previous Minutes:

Motion to approve the previous minutes by Grace Held; seconded by Carly Mulliken, all ayes.

3. Visitor Comments:

None noted.

4. Treasurer's Report:

Windsor McCutcheon reviewed the current Treasurer's Report:

- a. Bills paid:
 - i. \$72.61 to Suzanne Ihrig for Story Book Walk supplies
 - ii. \$75 to Brittney Larsen for soap box derby car restoration
 - iii. \$1,432.98 to Door County Library, Ephraim Branch (proceeds from Fyr Bal book sale)
- b. Current checking account balance: \$409.70
- c. Current Martha Cherry Fund balance: \$1,906.92
- d. Current Luxemburg account balance: \$15,787.62
- e. Current government pool balance: \$.15

Motion to approve Treasurer's Report by Grace Held; seconded by Carly Mulliken, all ayes.

5. Librarian's Report:

Suzanne Ihrig reported that patron attendance is slowing down, so she is able to focus more on the library collection and organization, as well as 2024 programming.

The Friends of the Door County Library are asking for input on a fundraising wish list. Suzanne Ihrig is going to recommend enhancements to our Story Walk display.

The "Ephraim Book Mobile," driven by Kiel Larsen, raced at the Soap Box Derby during Sister Bay's Fall Fest. Suzanne Ihrig attended and will send photos and a short video to the Library Committee Members.

Quotes for library updates are complete, however, we can't proceed until repairs to the roof are completed. The library ceiling sprung a small but steady leak during the heavy rains in October. Suzanne Ihrig will follow up with the Maintenance team regarding plans for roof repairs.

Motion to approve Librarian's Report by Grace Held; seconded by Carly Mulliken, all ayes.

6. Old Business:

- a. Library Lease:
 - i. Cindy Nelson contacted Dominic Frandrup of Door County Library System with Justin McDonald's concerns about the current library lease.
 - ii. Current library lease was drafted and signed in 1990, and is still legal.
 - iii. Sister Bay and Egg Harbor updated their leases when they got new buildings; the rest of the Door County libraries all have leases that date back to 1990 as well.
 - iv. No further action at this time.
- b. Library Maintenance:
 - i. Cindy Nelson contacted Matt Meacham regarding library updates, and will be attending the December Village Board meeting to present proposal for new paint and carpeting.
- c. Christmas in the Village:
 - i. Suzanne Ihrig needs an invoice from Northern Door Winds in order to have payment processed. Carly Mulliken will follow up with group.
 - ii. Suzanne Ihrig will have a thank-you note drafted for the Library Committee to sign. Payment will be included in thank-you note.
 - iii. Suzanne Ihrig will confirm with Door County Library System administrative assistant that invoice should be made out to "Door County Library – Ephraim Branch."
 - iv. Responsibilities:
 - 1. Windsor McCutcheon will purchase five gallons of apple cider and cups. Will also provide urn for hot apple cider.
 - 2. Suzanne Ihrig will provide about 40-50 craft bags for children and about 15 craft bags for adults, as well as prizes for guessing games and book giveaways.
 - 3. Grace Held will provide cookies and napkins.
 - 4. Suzanne Ihrig will set up time with former Ephraim librarian to go through decorations in basement. Will be asking Library Committee members for help in decorating and assembling craft bags.

7. New Business:

None noted.

8. Future Discussions:

None noted.

9. Next Meeting Date:

Thursday, January 11, 2024 at 2:00 p.m., at Ephraim Public Library.

10. Adjournment:

Meeting adjourned at 2:53 by Carly Mulliken. Motion to approve by Grace Held; seconded by Cindy Nelson, all ayes.