

**Library Committee**  
**June 25, 2024**  
**Meeting Minutes**

**1. Call to Order:**

Attendees: Carly Mulliken, Chairperson; Windsor McCutcheon, Treasurer; Cindy Nelson, Member; Mary Wilson, Member; Suzanne Ihrig, Branch Manager. Guest: Kelsey Stone, Ephraim Business Council. Meeting called to order at 2:06 p.m. by Carly Mulliken, who noted that we have a quorum.

**2. Previous Minutes:**

Motion to approve the previous minutes made by Windsor McCutcheon; seconded by Mary Wilson; all ayes except for Cindy Nelson, who abstained due to absence at previous meeting.

**3. Visitor Comments:**

None noted.

**4. Treasurer's Report:**

Windsor McCutcheon reviewed the current Treasurer's Report:

- No bills paid since the last meeting on 5/9/2024.
- Account balances as of 6/25/2024:
  - Checking account: \$14,043.87\*
    - \*\$1,125.55 of the checking account balance is the net earnings from the Fyr Bal book sale. This will be withdrawn by Windsor McCutcheon later and sent to the Ephraim General Account in Sturgeon Bay.
  - Martha Cherry Fund Savings account: \$1,903.80

Motion to approve Treasurer's Report made by Cindy Nelson; seconded by Carly Mulliken; all ayes.

**5. Librarian's Report:**

Suzanne Ihrig reported that June Book Club had about 5 people show up for the planning meeting, and they picked out books for the 2024 – 2025 season, which will start on November 12<sup>th</sup>. The door count in May was 465 and so far in June it's 719. The summer reading program started on June 1; participants who turn in their weekly library activity slips can pick a small prize. So far, seven kids signed up with 17 completed slips turned in. Child's Play starts on July 11<sup>th</sup>; 26 kids have registered so far for at least one of the four programs. We'll also be hosting a poster design class sponsored by the Door County Climate Change Coalition on August 8<sup>th</sup>. Promotions for this program will start soon. Motion to approve Librarian's Report made by Cindy Nelson; seconded by Mary Wilson; all ayes.

**6. Old Business:**

- The Library Committee will purchase a new dehumidifier for the library to combat dampness for books and patrons. Suzanne Ihrig will purchase, and the Library Committee will reimburse her. Windsor McCutcheon made a motion to approve this purchase; Cindy Nelson seconded; all ayes.
- Suzanne Ihrig will start drawing up ideas for ideal furniture needs. May use <https://www.roomandboard.com> to make mock-ups for reviews. The Committee discussed

paying for furniture out of own funds instead of making a request. Also discussed doing additional fund raisers to help pay for furniture.

- Financial Responsibilities:
  - The Committee reviewed their financial and governing documents.
  - The Committee will meet in August to discuss what items we'll take to the budget meeting in September. The Committee agreed that the top priorities are new windows and a new front door.
  - Suzanne will send out financial and governing documents to committee members.
- Fyr Bal Book Sale:
  - Total net earnings were down but we also did not have as many books donated this year.
    - The committee will investigate advertising for book donations: village newsletter, Moravian church bulletin, EBC and village poster that solicits donations.
    - Next year we'll also have a special priced book cart for books that we can sell for more than \$2.
  - Set-up and sale went well.
  - Carly Mulliken will talk to Sarah Wilson regarding meal vouchers for next year's volunteers.
- Book Walk
  - Shoot for a July 1<sup>st</sup> set-up.
  - Cindy will take the signs down Tuesday morning for mowing and Suzanne Ihrig will put them back up Tuesday afternoon.

#### **7. New Business:**

- Grace Held wants to discuss the soap box derby car fundraiser at our next meeting.
- Cindy Nelson wants to add a small plaque to the wood carving to recognize the artist. Cindy will do research and get a cost for it.
- Carly Mulliken will ask Facilities for a door replacement estimate that can be taken to the board in September.

#### **8. Next Meeting Date:**

The next regular Library Committee meeting will be held on August 13<sup>th</sup> at 2:00 p.m.

#### **9. Adjournment:**

Motion to adjourn made by Carly Mulliken at 3:26 p.m.