

**LIBRARY BOARD PLANNING COMMITTEE  
DOUGLAS COUNTY BOARD OF SUPERVISORS**

**Wednesday, September 29, 2021, 10:00 a.m., Superior Public Library Conference Room  
1530 Tower Avenue, Superior, Wisconsin**

Meeting called to order by Chair Sue Hendrickson.

**ROLL CALL:** Present – Sue Hendrickson, Ron Leino, Tuula Harris (arrived 10:04 a.m.), Judy Aunet, Linda Olson, Susan Heskin. Absent – Samuel Pomush, Warren Bender. Others present – Kaci Lundgren, Committee Clerk.

**APPROVAL OF MINUTES:** Motion by Aunet, second Leino, to approve September 16, 2020, minutes. Motion carried.

**ACTION ITEMS:**

**Douglas County Library Service Plan Updates:** Included in members' agenda with draft updates/corrections.

**ACTION:** Motion by Hendrickson, second Harris, to add wording to plan to include updates to branch library agreements every five years, beginning in 2022. Motion carried.

**ACTION:** Motion by Olson, second Aunet, to approve plan with addition as approved. Motion carried.

**NWLS Douglas County Service Agreement:** Included in members' agenda; nothing changed.

**ACTION:** Motion by Harris, second Leino, to approve agreement as presented. Motion carried.

**INFORMATIONAL ITEMS:**

**Superior Public Library (SPL) Budget:** City not requesting wage study until majority of employees are at highest step; library may request independent study due to low wages compared to other departments and libraries. Overdue fees eliminated; \$10,000 in city aid received to supplement loss.

**County Reimbursement Calculations:** The total operating expenditures and capital costs, divided by the circulation total equals the cost of each individual circulation. That cost is multiplied by the non-city resident circulation, and then by 70%, which is the amount Douglas County provides to the library budget (\$357,567 for 2022).

**County Library Use Statistics for Previous Year:** Significant decrease in physical material rentals due to COVID-19.

**Northern Waters Library Service (NWLS) Plan of Service:** Plan reviewed by NWLS Board members for updates at its meeting; working with other libraries to cut costs.

**NWLS Resource Library Agreement:** No changes from last year. Cataloging will be centralized at the Superior Public Library to achieve consistency and accuracy.

**SPL Annual Report Summary:** COVID-19 made public assistance difficult due to distancing; applying for grant to acquire a student social worker intern to help as a public resource.

**FUTURE AGENDA ITEMS:** New member appointment.

**ADJOURNMENT:** Motion by Olson, second Leino, to adjourn. Motion carried. Meeting adjourned at 10:57 a.m.

Submitted by,

Kaci Lundgren  
Committee Clerk