

Village of Egg Harbor
Library Community Center Committee Minutes
December 20th, 2019 at 10:00 a.m.
Donald & Carol Kress Pavilion – History Center
7845 Church St., Egg Harbor, Wisconsin 54209

1. Call the meeting to order

Lensch called the meeting to order at 10:00 a.m. Those in attendance were Angela Lensch, Elizabeth Heller, Kaaren Northrop, Steve Hamming, Jess Reinke the Donald & Carol Kress Pavilion Property Manager, Jeanine Brennan the Door County Library Representative, and Ryan Heise. Absent was Jim Vander Heiden.

2. Approve the agenda

Lensch moved to approve the agenda, second by Heller, motion carried.

3. Approval of November 22nd, 2019 meeting minutes

Hamming moved to approve the November 22nd, 2019 meeting minutes, second by Heller, motion carried.

4. Open Session

- The tree sculpture outside at the building blew over and the maintenance crew and Public Works crew are working through maintenance solutions.
- The committee might need to think through semi-permanent location which may not be located at the Kress Pavilion.
- Northrop offered to have the tree moved back to Main Street Market, and Heise stated that maintenance solutions are still being worked through.
- Someone has requested that a book drop be placed closer to the parking lot because the current book drops create challenges for people that are less mobile.
- Brennan has offered to go outside and pick up books if people have called.
- The mailbox drop off was discussed as being a hassle for library staff.

5. Financial Report

a. November Financial report

- Reinke mentioned a leak in the Maker's Space roof and is getting a quote for propane and generator.
- The building's current generator is only efficient for emergency purposes but the building is working with a donor on getting a larger generator which will require additional propane.
- Reinke is reviewing the costs for the new generator and increase in propane.
- The donations for the hearing loop are getting close to the \$10,000 that is needed.
- Reinke reviewed the financial report included in the agenda packet.

Lensch moved to approve the November Financial report, second by Northrop, motion carried.

6. Building logistics

a. HVAC update – relief fan update

- Reinke discussed the status of repairs.
- Contractor meeting took place and they are getting closer to resolving issues.
- Room controls have been adjusted.
- Boiler and vents were discussed and the building is still having problems.

- Venting solutions were discussed but there are concerns with placing anything under the stairs.
- Heise mentioned that the building is still receiving invoices which are not being paid. Invoices have been received from HGA for continued solutions which he isn't happy about and he is reaching out to the highest levels of Boldt Construction out of a mounting frustration.
- Reinke mentioned that Hurckman may be donating a humidifier.

7. Library

a. Library Hour update - adding Thursdays stating Jan 2020 10 am – 2 pm

- Brennan report to the committee that Dixie Jorns will be working at the library Thursdays from 10:00 a.m. to 2:00 p.m.
- Brennan mentioned that there is no word on a permanent branch manager and she is working a lot of hours.
- Brennan is really doing two jobs at the moments.
- Pat has been filling in to assist.
- Northrop thought it was too back that the library system couldn't share more information on the process of the new branch manager.
- Brennan is enjoying her work and is happy with the amount of hours she works.
- Northrop said that she hopes that by February there is a resolution in place and said that she senses a different positive vibe and thinks Brennan is doing a great job.

b. Art Committee Potential Members – Come with ideas

- The committee is interested in rearranging the art committee to include five members. Two new members would need to be selected.
- TC Johnson was mentioned as a good choice as well as Chad Luberger.
- Heller expressed interest as well.
- The committee has concerns with Kathy Beck's potential donations and conflict of interest.
- Beck is doing a lot of the Village art scene and she is a leader that has a lot on her plate including the exhibits which are great.
- The Library Community Center Committee would like the subcommittee to go through all the materials in the basement and get them organized.
- Dan Cross has a lot of experience and Dawn Patel would also be great as someone new.
- Lensch was tasked with talking to Dan Cross about the dynamics.
- The committee discussed the following as potential members for the subcommittee, Dan Cross, Dawn Patel, TC Johnson, Liz Heller, Kaaren Northrop and Lynn Kazmarek who might be a good fit for the Village as a publisher.
- Heise will research term limit and when new appointees occur.

8. Budget

a. Previous year compare with bookings (new format from F|3)

- Rinke discussed potential marks and new format.
- The committee discussed this as a tool for Reinke and there is no need for this to be brought back to the committee.
- The committee discussed fundraising and the Friends of the Pavilion group and their ongoing efforts.
- Referendum was discussed and perhaps that is a better route.
- Northrop mentioned that there is a lot of support for the building and that a

referendum would be a good option.

- The committee will need to start working on determining dollar amounts.
- The committee discussed the Friends group helping with a potential referendum.
- The Friends group will be placing this item on their meeting agenda which will be scheduled in January or February.
- Reinke will add fundraising as a future agenda item for the committee.
- Reinke will show numbers on revenue neutral booking scenario.

9. Marketing

a. Corporate meeting promotion

- Reinke discussed marketing approach to target corporate meetings, looking to reach out to potential returning customers.
- Reinke plans to reach out to restaurants with a request for proposals for box lunches, etc.
- Reinke will also reach out to the lodging facilities to make them aware of the space available at the Kress.

10. Next meeting time and date

The next meeting is January 24th, 2020 starting at 10:00 a.m.

11. Adjournment

Northrop moved to adjourn, second by Hamming, motion carried.