

STOUGHTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
WEDNESDAY, OCTOBER 20, 2021, @ 6:30 P.M.  
VIRTUAL MEETING VIA ZOOM



PRESENT: Ken Axe; Scott Dirks; Amy Ketterer, President; Jean Ligocki, City Council Representative; Sharon Meilahn Bartlett; Erin Meinholz, Vice-President; Dayna Verstegen  
ABSENT: Trish Gates, Stoughton Area School District Representative; Kylie Nelson, Student Representative; Mike Vienneau  
ALSO PRESENT: Jim Ramsey, Library Director; Sarah Monette, Administrative Assistant

- I. CALL TO ORDER: 6:32 P.M. BY PRESIDENT AMY KETTERER
- II. REVIEW OF AGENDA  
Ketterer moved item XV.D back into Pending Agenda Items.
- III. REVIEW/APPROVAL OF MINUTES FROM SEPTEMBER 15, 2021  
MOVED: Dirks SECOND: Meinholz VOTE: 5-0
- IV. RECOGNITION OPPORTUNITIES None
- V. PUBLIC COMMENT PERIOD None
- VI. REVIEW/DISCUSSION OF CORRESPONDENCE None
- VII. EDUCATION UPDATES  
Meinholz shared her experiences of Trustee Training Week

*[Axe arrived at 6:38 p.m.]*

- VIII. BOARD IN-SERVICE: Trustee Essential #9: Managing the Library's Money  
Ramsey presented.
- IX. REVIEW/APPROVAL OF FINANCIAL STATEMENTS FOR SEPTEMBER 2021
  - A. Fund 215  
MOVED: Meinholz SECOND: Dirks VOTE: 6-0
  - B. Fund 217  
MOVED: Dirks SECOND: Verstegen VOTE: 6-0
  - C. Stoughton Area Community Foundation  
Ramsey reported. Accepted by consensus
- X. REVIEW/APPROVAL OF BILLS FOR OCTOBER 2021
  - A. Fund 215  
MOVED: Verstegen SECOND: Vienneau VOTE: 6-0
  - B. Fund 217  
MOVED: Meinholz SECOND: Verstegen VOTE: 6-0
- XI. DIRECTOR'S REPORT
  - A. Statistics  
Ramsey presented the statistics.
  - B. Administration Report  
Ramsey presented. He discussed his plans for using ARPA money to improve the Library's physical space.
- XII. COMMITTEE REPORTS

- A. Finance: Meinholz presented. The committee discussed 2022 personnel costs in closed session and went over the 2022 budget .
- B. Personnel: did not meet
- C. Planning: Meilahn Bartlett presented. The committee discussed scheduling the Board self-evaluation and talked about the 2018 patron survey. They discussed the possibility of having a needs assessment done by an architectural firm.
- D. Policies: did not meet
- XIII. FRIENDS OF THE LIBRARY REPORT
- XIV. Verstegen reported that the Friends have had their book sale. She shared their calendar of events for the next year, and talked about some of the ways they are planning to try to increase membership.
- XV. OLD BUSINESS
  - A. DISCUSSION AND POSSIBLE ACTION ON 2022 PERSONNEL COSTS AND ADJUSTMENTS  
MOTION TO GO INTO CLOSED SESSION AT 7:26 P.M.: Dirks SECOND: Axe  
ROLE CALL VOTE: Axe, aye; Dirks, aye; Ketterer, aye; Meilahn Bartlett, aye; Meinholz, aye; Verstegen, aye  
RETURN TO OPEN SESSION AT 7:48 p.m.
- XVI. NEW BUSINESS
  - A. DISCUSSION AND POSSIBLE ACTION ON APPROVAL OF 2022 OPERATING BUDGET  
Ramsey presented.  
MOTION TO APPROVE: Dirks SECOND: Verstegen VOTE: 6-0
  - B. DISCUSSION AND POSSIBLE ACTION REGARDING BOARD SELF-EVALUATION IN 2021 OR 2022  
MOTION TO SCHEDULE FOR MARCH 2022: Dirks SECOND: Meilahn Bartlett VOTE: 6-0
  - C. DISCUSSION AND POSSIBLE ACTION REGARDING VIRTUAL OR IN-PERSON BOARD MEETINGS

*[Ligocki arrived 8:30 p.m.]*

- MOTION TO CONTINUE VIRTUAL MEETINGS THROUGH DECEMBER:  
Dirks SECOND: Verstegen VOTE: 7-0
- XVI. PENDING AGENDA ITEMS
  - A. OBSERVANCE OF JUNETEENTH AS CITY/LIBRARY HOLIDAY
  - B. UPDATES REGARDING STOUGHTON AREA COMMUNITY ADVANCE DIRECTIVE PLANNING INITIATIVE FROM TRUSTEE AND ALDERPERSON LIGOCKI
- XVII. ADJOURNMENT  
MOVED to adjourn at 8:38: Meinholz SECOND: Axe VOTE: 7-0

Minutes taken by Sarah Monette