

STOUGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
WEDNESDAY, FEBRUARY 16, 2022, @ 6:30 P.M.
VIRTUAL MEETING VIA ZOOM



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

- I. CALL TO ORDER: 6:33 P.M. BY PRESIDENT AMY KETTERER
- II. REVIEW OF AGENDA
- III. CONSENT AGENDA
MOTION TO APPROVE: Dirks SECOND: Verstegen VOTE: 6-0
- IV. RECOGNITION OPPORTUNITIES
- V. PUBLIC COMMENT PERIOD
- VI. REVIEW/DISCUSSION OF CORRESPONDENCE Ramsey shared a thank you letter from a patron.
- VII. EDUCATION UPDATES
Ketterer spoke about an exhibit on American First Ladies at the Madison Public Library's main branch.
- VIII. BOARD IN-SERVICE: O'Keefe talked about her experience interning in Stoughton. Bosky spoke about the changing demands put on Adult Services staff.

[Bosky left at 7:10 P.M.]

- IX. DIRECTOR'S REPORT
 - A. Statistics
Ramsey presented the statistics. Dirks wondered if there's a way to keep statistics on the number of people helped by the Adult Services staff. Ramsey suggested the number of documents scanned/faxed/mailed. He also said the Library is supposed to be getting an intern from the UW-Madison School of Social Work in the fall.
 - B. Administration Report
Ramsey presented.
- X. COMMITTEE REPORTS
 - A. Finance: did not meet
 - B. Personnel: did not meet
 - C. Planning: Meilahn Bartlett reported that the Planning Committee discussed the data from the focus groups. Ramsey added that they are working on the Strategic Plan for 2022-2024.
 - D. Policies: did not meet. The Policies Committee is reviewing best practices and workflow.
- XI. FRIENDS OF THE LIBRARY REPORT: Verstegen reported that the Friends are planning a membership mailing in March or April. They have redesigned their

- newsletter and have two writing interns. They have set up a PayPal account. Pie Place plans are being made for Saturday, May 14, at the library.
- XII. OLD BUSINESS:
- A. STATUS UPDATE/REPORT ON NEW TRUSTEE RECRUITMENT. Ramsey said he is working on getting the word out. The ad hoc recruitment committee is Ketterer, Meilahn Bartlett, and Verstegen.
- XIII. NEW BUSINESS
- A. APPROVAL OF 2021 ANNUAL REPORT TO BE SUBMITTED TO THE STATE OF WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION
MOTION TO APPROVE: Dirks SECOND: Verstegen
Ramsey presented. Meilahn Bartlett had a question about personal data in the report, which Ramsey will look into.
VOTE: 6-0
- B. APPROVAL OF STATEMENT REGARDING PUBLIC LIBRARY SYSTEM EFFECTIVENESS
MOTION TO APPROVE: Ligocki SECOND: Dirks VOTE: 6-0
- C. APPROVAL OF 2022 LIBRARY BOARD GOALS
MOTION TO APPROVE: Verstegen SECOND: Dirks VOTE: 6-0
- D. DISCUSSION AND POSSIBLE ACTION REGARDING LIBRARY PARTICIPATION IN THE CHAMBER'S 2022 COMMUNITY EXPO
Ketterer presented. She said that Vienneau, who participated in the last Community Expo in 2019, described it as good exposure at a low cost. Vienneau has volunteered to staff the booth for an hour. Verstegen volunteered to staff the booth.
MOTION TO PARTICIPATE IN THE 2022 CHAMBER COMMUNITY EXPO:
Verstegen SECOND: Meinholz VOTE: 5-0 with Meilahn Bartlett abstaining
- E. APPOINTMENT BY PRESIDENT KETTERER OF AD HOC STUDENT TRUSTTE RECRUITMENT COMMITTEE
Gates has volunteered to be on the committee. Dirks volunteered to be on the committee. Ketterer encouraged anyone else who is interested to email her.
- XIV. PENDING AGENDA ITEMS
- A. OBSERVANCE OF JUNETEENTH AS CITY/LIBRARY HOLIDAY
- XV. ADJOURNMENT AT 8:03 PM
MOTION TO ADJOURN: Dirks SECOND: Verstegen VOTE: 6-0

Minutes taken by Sarah Monette