

STOUGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
WEDNESDAY, APRIL 20, 2022, @ 6:30 P.M.
HYBRID MEETING IN THE FIRE STATION
TRAINING ROOM, 401 E. MAIN ST.



PRESENT: Ken Axe, Dane County Representative; Amy Ketterer, President; Jean Ligoeki, City Council Representative; Sharon Meilahn Bartlett; Erin Meinholz, Vice-President; Dayna Verstegen; Mike Vienneau

ABSENT: Trish Gates, Stoughton Area School District Representative; Kylie Nelson, Student Representative

ALSO PRESENT: Jim Ramsey, Library Director; Sarah Monette, Administrative Assistant; Teri LeSage

- I. CALL TO ORDER: 6:31 P.M. BY PRESIDENT AMY KETTERER
- II. REVIEW OF AGENDA
- III. CONSENT AGENDA
MOTION TO APPROVE: Axe SECOND: Vienneau VOTE: 7-0
- IV. RECOGNITION OPPORTUNITIES
Ketterer thanked Meinholz for chairing the meeting in March and thanked the Board for contributing to her father's memorial scholarship fund. Also for flowers.
- V. PUBLIC COMMENT PERIOD
- VI. REVIEW/DISCUSSION OF CORRESPONDENCE
- VII. EDUCATION UPDATES: Ramsey described his visit to a Hawaiian library
- VIII. BOARD IN-SERVICE: Ramsey briefly presented the ALA's 2021 Report on the State of America's Libraries
- IX. DIRECTOR'S REPORT
 - A. Statistics: Ramsey presented the statistics.
 - B. Administration Report: Ramsey presented.
- X. COMMITTEE REPORTS
 - A. Finance: did not meet
 - B. Personnel: did not meet
 - C. Planning: Vienneau reported that the committee analyzed the results of the Board Self-Evaluation and also reviewed the Board's Strategic Plan
 - D. Policies: did not meet.
- XI. FRIENDS OF THE LIBRARY REPORT: Verstegen reported that the Friends are getting ready for Pie Place, have decided not to hold a garage sale in June, but are still planning on a book sale in the fall. Their membership mailing was a success.
- XII. OLD BUSINESS:
 - A. STATUS UPDATE/REPORT ON STUDENT TRUSTEE RECRUITMENT. Ramsey reported that there are no applications. There was discussion of marketing materials and strategy. The position remains open.
 - B. DISCUSSION AND POSSIBLE ACTION REGARDING FORMAT OF FUTURE BOARD MEETINGS

MOTION TO CONTINUE TO OFFER HYBRID OPTION FOR THE NEXT 6 MONTHS: Ketterer SECOND: Verstegen VOTE: 7-0

Axe is in favor of returning to in-person meetings as quickly as possibly. Meilahn Bartlett pointed out that hybrid meetings make inclusion easier. Verstegen agreed.

Ketterer introduced Teri LeSage, the pending new Board member.

XIII. NEW BUSINESS

- A. REVIEW OF 2021 BUDGET BY DIRECTOR RAMSEY. Ramsey presented
- B. DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED IMPROVEMENT PROJECT TO LOT AT 216 E. JEFFERSON MOTION TO APPROVE RAMSEY PURSUING THIS PROJECT WITH THE CITY: Ligocki SECOND: Meinholz VOTE 6-0 with Vienneau abstaining
- C. DISCUSSION AND POSSIBLE ACTION REGARDING AMENDMENT OF THE LIBRARY'S 2022 BUDGET FOR CAPITAL PROJECTS AND USE OF FUND BALANCE. Ramsey presented. The amendments would be to use \$27,000 for the operating budget and \$30,000 for the renovation of the Children's Area. MOTION TO APPROVE THE AMENDMENT OF THE 2022 BUDGET: Axe SECOND: Meinholz VOTE 7-0
- D. PRESENTATION BY PLANNING COMMITTEE OF RESULTS OF 2022 BOARD SELF-EVALUATION. Vienneau presented. The Planning Committee identified four major areas for the Board to work on: diversity, advocacy, training and orientation, efficient use of meeting time. There was some discussion; then, Meilahn Bartlett proposed making each area an agenda item, one each month for the next four months. The suggestion was adopted.
- E. REPORT FROM AD HOC TRUSTEE RECRUITMENT COMMITTEE AND RECOMMENDATION FOR APPOINTMENT OF NEW TRUSTEE. MOTION TO RECOMMEND TERI LESAGE FOR APPOINTMENT TO THE BOARD: Meilahn Bartlett SECOND: Verstegen VOTE: 7-0

Ketterer thanked Vienneau for his 9 years of service on the Board. The Board applauded.

- F. PRESENTATION BY DIRECTOR RAMSEY OF PROPOSED 2023 CAPITAL IMPROVEMENT PROJECTS. The proposed CIPs are computers and peripherals, including RFID; furniture and fixtures; cabinets and counters for the Carnegie Room; tuck-pointing and masonry repairs (if the Planning Department decides to proceed); upgraded HVAC (unless this is funded with ARPA money)
- G. DISCUSSION AND POSSIBLE ACTION REGARDING LIBRARY STAFF APPRECIATION
The Board agreed that they wanted to show their appreciation of Library staff. Ketterer suggested an ad in the Hub. The Board decided to put this topic on the agenda for the May meeting to give everyone time to think about it.

XIV. PENDING AGENDA ITEMS

- A. OBSERVANCE OF JUNETEENTH AS CITY/LIBRARY HOLIDAY

XV. ADJOURNMENT AT 8:13 PM

MOTION TO ADJOURN: Vienneau SECOND: Ligocki VOTE: 7-0

Minutes taken by Sarah Monette