

STOUGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
WEDNESDAY, NOVEMBER 15, 2023, @ 6:30 P.M.
HYBRID MEETING IN CARNEGIE ROOM
& VIA ZOOM



PRESENT: Ken Axe; Amy Ketterer (virtual); Lora Klitzke; Teri LeSage, President (virtual); Jean Ligocki, Vice-President/City Council Representative; Sharon Meilahn Bartlett ; Erin Meinholz; Kristin Rosenberg, Stoughton Area School District Representative (virtual); Dayna Verstegen (virtual); Siri Vienneau, Student Trustee (virtual)
ALSO PRESENT: Jim Ramsey, Library Director; Sarah Monette, Administrative Assistant

- I. CALL TO ORDER. 6:34 p.m. by Vice-President Jean Ligocki
- II. REVIEW OF AGENDA & CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW.
- III. CONSENT AGENDA. *Motion to approve: Ketterer. Second: Verstegen. Vote: 8-0*
- IV. RECOGNITION OPPORTUNITIES. LeSage shared a letter from a patron suggesting Ramsey for Citizen of the Year.

[Axe arrived at 6:35 p.m.]

- V. PUBLIC COMMENT PERIOD. None.
- VI. REVIEW/DISCUSSION OF CORRESPONDENCE. Ramsey shared thank you notes from students at River Bluff Middle School and Kegonsa Elementary.
- VII. EDUCATION UPDATES. Ketterer described her visit to the Jules Verne house in Amiens, France. LeSage described her visit to the Fond du Lac Public Library.
- VIII. BOARD IN-SERVICE: "What Do the Numbers Say?" Ramsey presented.
- IX. DIRECTOR'S REPORT. Ramsey presented. In addition to his written report, he gave an updated on the 2024 4th Street construction project; shared the findings of the consultants Dane County Library Service hired to examine the Dane County reimbursements formula; informed the board about an LGBTQ+ exhibit the Library has on loan from the Wisconsin State Historical Society.
- X. COMMITTEE REPORTS
 - A. Finance: See Old Business, XII.B
 - B. Personnel: did not meet
 - C. Planning: Planning discussed the possibility of having Board members lead the In-Service each month and discussed the process for setting 2024 Board Goals.
 - D. Policies: did not meet.
- XI. Friends of the Library Report. None.
- XII. OLD BUSINESS
 - A. Update on Director Evaluation process. Rosenberg reminded Board members that responses to the Director evaluation survey are due by Nov. 22.
 - B. Review of final 2024 Library Operating Budget. Ramsey presented the amendments made to the budget since October. *Motion to approve the budget as amended: Ligocki. Second: Axe. Vote: 9-0.*
- XIII. NEW BUSINESS.

- A. Approval of 2024 Library Board Calendar of Work. It was agreed to discuss the necessity of a nominating committee at a later meeting. *Motion to approve:* Ketterer. *Second:* Rosenberg. *Vote:* 9-0.
- B. Review progress on 2023 Library Board Goals and discussion and possible action regarding the 2024 Board Goals. Ramsey stated that he would send an email to each of the standing committees next week to start the process of setting 2024 Board Goals.
- C. Approval of the Dane County Library Service Agreement for Extension of Library Service. *Motion to approve:* Axe. *Second:* Meinholz. *Vote:* 9-0.
- D. Discussion and possible action regarding locatino of December Board meeting on 12/20/23. Ketterer and Verstegen are going to investigate options.
- E. Discussion and possible action regarding expenditures for the December Library Board meeting. *Motion to approve up to \$100 expenditures:* Meilahn Bartlett. *Second:* Verstegen. *Vote:* 9-0
- XIV. PENDING AGENDA ITEMS. DISCUSSION OF LIBRARY CLOSURE ON FEDERAL HOLIDAYS NOT CURRENTLY DESIGNATED AS PAID HOLIDAYS BY THE CITY OF STOUGHTON: PRESIDENTS' DAY, JUNETEENTH, INDIGENOUS PEOPLES' DAY, AND VETERANS DAY.
- XV. ADJOURNMENT. *Motion to adjourn at 7:52 P.M.:* Ketterer. *Second:* Meinholz. *Vote:* 9-0.

Minutes taken by Sarah Monette.