

STOUGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
WEDNESDAY, AUGUST 20, 2025, @ 6:30 P.M.
HYBRID MEETING IN CARNEGIE ROOM
& VIA ZOOM



PRESENT: Phil Caravello, City Council Representative; Lora Klitzke, President; Jean Ligocki, Vice President; Brandon Maly; Sharon Meilahn Bartlett (virtual); Christine Melland; Libby Phillips, Student Trustee (virtual); Trista Richards; Katie Roberts (virtual);
ABSENT: Mande Shecterle, Stoughton Area School District Representative
ALSO PRESENT: Jim Ramsey, Library Director; Sarah Monette, Administrative Assistant

- I. CALL TO ORDER. 6:31 P.M. by President Lora Klitzke.
- II. REVIEW OF AGENDA & CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW.
- III. CONSENT AGENDA. *Roberts moved to approve and was seconded by Maly. Vote: 7-0.*
- IV. FRIENDS OF THE LIBRARY REPORT. No report this month.
- V. RECOGNITION OPPORTUNITIES. None.
- VI. PUBLIC COMMENT PERIOD. None.
- VII. CORRESPONDENCE. None.
- VIII. EDUCATION UPDATES. Maly and Melland spoke about the Trustee Training Week webinars they had watched. Other Board members agreed that the webinars are full of helpful information.

[Richards arrived at 6:36 P.M.]

- IX. BOARD IN-SERVICE: SUSTAINABILITY IN LIBRARIES: A CALL TO ACTION: Ramsey presented.
- X. DIRECTOR'S REPORT.
 - A. Statistics for June 2025. Ramsey presented.
 - B. Administration report. In addition to his written report, Ramsey shared that the Library is hiring for a part-time Library Assistant for the Children's Services Department. Caravello reminded the Board that the City of Stoughton is soliciting citizens' input for their Comprehensive Plan (<https://planstoughton.com/>).
- XI. COMMITTEE REPORTS.
 - A. Finance: did not meet.
 - B. Personnel: did not meet.
 - C. Planning: did not meet.
 - D. Policies: Ramsey pointed to the three items in New Business below (XIII.D-F).
- XII. OLD BUSINESS. None.
- XIII. NEW BUSINESS.
 - A. Review of progress toward 2025 Library Board Goals. Planning is looking at Library programming, January through August 2025, to see what story it tells about diversity in Stoughton. Finance is looking at monetary support for IDEA (Inclusion, Diversity, Equity, and Accessibility). Policies is assessing the policies it reviews this year for

adherence to IDEA principles. Personnel is devoting itself to staff appreciation. All four committees are making good progress.

- B. Update on 2026 Library projects in the Capital Improvement Plan. Ramsey presented. Replacing the carpet in the basement has been moved to the operating budget. Installing solar panels (discussed more thoroughly in item C below) and upgrading the security cameras are both on track. The roof replacement may need to be moved up to 2025, depending on whether the City's Building Maintenance Specialist can keep up with the leaks. A space needs study is tentatively projected for 2027.
- C. Discussion and possible action regarding financing of 2026 library solar panel project. **Ligoeki** made a motion to earmark Special Gift Funds to pay up to half of the expenditure for the solar panels project, and was seconded by **Richards**. Vote: 8-0. Ramsey presented. The Director of Public Works has budgeted about \$80,000 for installing solar panels on the roof (after the current roof is replaced). He and Ramsey agreed that the Library would contribute about half. There was some discussion about the General Fund balance, but Ramsey's recommendation is to use Special Gift Funds, specifically a bequest from the estate of Janet Nelson and possibly a gift in memory of another patron, depending on the wishes of the family.
- D. Discussion and possible action regarding proposed changes to Animals in the Library Policy.
- E. Discussion and possible action regarding proposed changes to Bulletin Board Policy.
- F. Discussion and possible action regarding proposed changes to Library Materials Use Policy.

*A motion was made by **Ligoeki** and seconded by **Richards** to consider items D, E, and F in a block. Vote: 8-0. Ramsey presented. A motion was made by **Richards** and seconded by **Melland** to accept the proposed changes for all three policies. Vote: 8-0.*

XIV. PENDING AGENDA ITEMS.

- A. Reminder for standing committees to review, and possibly report on, their progress toward the annual Board Goals throughout the year.
- B. Discussion of additional funding sources for library programming and operations.
- C. Discussion of General Fund balance.

XV. ADJOURNMENT. **Caravello** made the motion to adjourn at 7:19 P.M. He was seconded by **Maly**. Vote: 8-0.

Minutes taken by Sarah Monette.