



PRESENT: Ken Axe; Sandra Black; Heather Danielson, Library Board Vice-President; Jeff Fimreite, Stoughton Area School District Representative; Petra Horst; Amy Ketterer; Mike Vienneau, Library Board President

ABSENT: Sam Baughn, Student Representative; Jean Ligocki, City Council Representative; Tom Selsor

ALSO PRESENT: James Ramsey, Library Director; Sarah Monette, Library Administrative Assistant

I. CALL TO ORDER. *President Vienneau called the meeting to order at 6:30 P.M. Seven voting Board members, Axe, Black, Danielson, Fimreite, Horst, Ketterer, Vienneau, were present, constituting a quorum.*

II. REVIEW OF AGENDA. n/a.

III. REVIEW/APPROVAL OF MINUTES OF OCTOBER 16, 2019. *Moved by Ketterer, second by Horst, to approve the minutes as presented. Motion carried 7-0.*

IV. RECOGNITION OPPORTUNITIES. The Board agreed to sign a thank you card for Klare Girgen at the next meeting.

V. PUBLIC COMMENT PERIOD. n/a.

VI. CORRESPONDENCE. n/a

VII. EDUCATION UPDATES. Ketterer described a Beyond the Page event she attended at the Cambridge Public Library.

VIII. BOARD IN-SERVICE: FINE-FREE LIBRARY PRESENTATION BY DIRECTOR. Ramsey spoke about fine-free libraries, and the possibility of Stoughton Public Library becoming fine-free. The Board agreed that further discussion about this matter was necessary.

IX. REVIEW/APPROVAL OF FINANCIAL STATEMENTS FOR OCTOBER 2019.

Ramsey presented.

- A. **Fund 215.** *Moved by Fimreite, second by Horst, to approve the October 2019 financial statements for Fund 215 as presented. Motion carried 7-0.*
- B. **Fund 217.** *Moved by Fimreite, second by Axe, to approve the October 2019 financial statements for Fund 217 as presented. Motion carried 7-0.*
- C. **Stoughton Area Community Foundation.** The Board reviewed the financial statements for the SACF's pass-through account for the Library. The statements were accepted by consensus.

X. REVIEW/APPROVAL OF BILLS FOR NOVEMBER 2019

Ramsey presented.

- A. **Fund 215.** *Moved by Horst, second by Ketterer, to approve the November 2019 bills for Fund 215 as presented. Motion carried 7-0.*

- B. Fund 217. Moved by Ketterer, second by Horst, to approve the November 2019 bills for Fund 217 as presented. Motion carried 7-0.

XI. DIRECTOR'S REPORT

- A. Statistics. Ramsey presented the October statistics.
B. Administration report. Ramsey went over the Director's Report as presented in the packet.

XII. COMMITTEE REPORTS

- A. Finance. Did not meet.
B. Personnel. Did not meet.
C. Planning. Vienneau reported that the committee worked on the Calendar of Work and on the Board self-evaluation. Deadline to complete and return the evaluation is December 4.
D. Policies. Axe reported that the committee reviewed two policies. See XV.B & C below.

XIII. FRIENDS OF THE LIBRARY REPORT. Black reported that the Friends have opened their Book Nook, a permanent book sale on the Mezzanine; they will be doing this instead of their semi-annual book sales. They will have an official opening event in January. They raised about \$3,000 from the Fall Fundraiser. Axe asked that it be read into the record that the Board greatly appreciates the work the Friends do for the Library.

XIV. OLD BUSINESS.

- A. Update from Director on 2020 operating budget. Ramsey reported on the City Council vote. None of the Library's personnel requests were approved.

XV. NEW BUSINESS

- A. Review and approve 2020 Calendar of Work. Moved by Fimreite, second by Ketterer, to approve the 2020 Calendar of Work as presented. Motion carried 7-0.
B. Review of Art & Exhibit Policy. Axe presented. Moved by Fimreite, second by Axe, to approve the revisions to the Art & Exhibit Policy. Motion carried 7-0.
C. Review of Naming Rights Policy. Axe presented. Moved by Ketterer, second by Axe, to approve the revisions to the Naming Rights Policy. Motion carried 7-0.
D. Approve location of December Library Board meeting. There was some discussion. Moved by Horst, second by Axe, to leave the matter to the discretion of the Library Director and Library Board President. Motion carried 7-0.
E. Approve expenditures for December Library Board meeting. Moved by Fimreite, second by Black, to approve the use of up to \$200 of undesignated funds for the December Library Board meeting. Motion carried 7-0.

XVI. ADJOURNMENT. Moved by Ketterer, second by Fimreite, to adjourn at 8:15 P.M. Motion carried 7-0.

Minutes taken by Sarah Monette