

Meeting of the  
Menomonie Public Library Board of Trustees  
April 21, 2022 @ 6:00 PM  
At the Menomonie Public Library

**Minutes:**

1. Call to order: by Witucki at 6:03 PM.
2. Roll Call:
  - a. Present: Don Kuether, Scott Flaschenriem, Darrin Witucki, John Grape, Sara Huhmann, Dayle Mandelson, Kelly McCullough, Brian Seguin, Jessica Graham, Pat Hahn and Suzanne Gaines.
  - b. Absent: Logan Mather
  - c. Also present: Joleen Sterk, Director; Lisa Murray, Recording Secretary; Jodi Bird, Public Services; Jen Atkinson, Circulation Supervisor; Tracey Sorenson, Communications Specialist; & Helen Hullberg, MPL Foundation President.
3. Certification of compliance with Open Meetings Law.
4. Approval of agenda: Flaschenriem made a motion to approve the agenda, seconded by Seguin. APPROVED.
5. Public comments: Rachel Tourville of Graphic Lime Creative joined us via Zoom: to unveil the new branding package and logos. Stickers were taped under the seats of those present in the library. Cups with the new logo were given out as well.
6. Reading and approval of the minutes: Flaschenriem moved to approve the March 2022 minutes, seconded by Huhmann. Seguin, Graham & Hahn abstained. APPROVED.
7. Bills & Payroll: Mandelson moved to approve the April 2022 bills and payroll, seconded by Grape. APPROVED
8. Reports of the officers
  - a. Secretary's report: (Brian Seguin) None
  - b. Treasurer's report: (Suzanne Gaines) None
  - c. President's report: (Darrin Witucki)
    - 1 Witucki met with Sterk prior to our meeting.
    - 2 He also met with the Facilities committee which will be discussed under 10c.
    - 3 Witucki was also at the Chamber tourism meeting and said they mentioned Music Over Menomin there!
  - d. Director's report: (Joleen Sterk)
    - 1 The director's report was in your packets. Sterk pointed out some highlights:
    - 2 McCullough was elected chair of the Dunn County Board of Supervisors. Congratulations Kelly! He was also re-elected to City Council and will remain on the Library Board for another term.
    - 3 The Friends of the Library book sale brought in a total of \$6945! This was the first time they had a month-long sale and is a new record for sales! They adopted the new logo created by Graphic Lime Creative and will reimburse the library up to \$600 for the cost of creating it. They just had a meeting and are discussing having a presence at Music Over Menomin, possibly including snacks.
    - 4 Joan Polasky's estate yielded over \$102,000! The management team has created a tentative plan for using this legacy to create an outdoor gathering space along with some mental health resources: both ideas suggested by the donor. A draft press release was included in your packets, along with her original letter of intent.
    - 5 Board member terms ending in 2022 include Kuether and Gaines. Both parties agreed to remain on the Library Board for another term. Thank you, Don & Suzanne!
    - 6 Sterk will attend the Village of Elk Mound's meeting on 4/25/22. Some of the issues she will mention are: new public computers and sunsetting their Facebook page.
    - 7 Hahn has retired from the Village of Elk Mound but plans to remain on the Library Board.
    - 8 John Thompson (IFLS) has a webinar 4/28/22 @ 1:00 PM called "Where does the money come from?" Public Library Founding in WI." It will be recorded.
    - 9 The City is asking for our Capital Improvement Plan by 5-6-22. The board agreed we did not have any current needs for which we would need to borrow from the city.
    - 10 Author and musician Dar Williams will partner with UW Stout and MPL on 4/28/22 regarding cultivating a more participatory community. She will speak at Stout at 3 PM and perform at the Mabel Tainter that night at 6 PM.
9. Old business:
  - a. No news on Covid due to the low numbers of new cases.
  - b. Long Range Plan:
    - 1 Grape said his Leadership group received about 60 responses.

- 2 MPL staff are reaching out to local community groups to ask how the library can assist them.
- c. The Ad Hoc Facility and Capital Planning Committee met on 3/31/22. The minutes from their meeting are in your packets. They will publish their agenda in the future, prior to their meetings, as per John Thompson. Grape & Mather are on that committee with Witucki as ex-officio. They reviewed the facility study and established priorities. They intend to match our capital plan with the needs of the facility. Some of the priorities include parking lot repair and a new roof: possibly with solar panels. There are grants available through EBSCO and Witucki estimates we could supply around 75% of our needs with solar. The IFLS facilities report claims we are half the size we should be for our population size. We would need about 17 square feet which would cost \$900/square foot in today's market. Another option would be to use a second building, or rent a space in another location.
10. New business:
- a. The Capital Improvement Plan was discussed in the Director's Report
  - b. Review Bulletin Board policy: The current policy was presented, with the addition of a new line, "The library reserves the right to remove posted items based on condition, timeliness, and space considerations." Motion by Mandelson, seconded by Kuether, to approve the updated Bulletin Board policy as presented. APPROVED.
11. Agenda planning for next Board meeting:
- a. COVID-19: Update
  - b. Long Range Plan Update
  - c. Nominating Committee to present a slate of officers
  - d. Polasky estate: discussion
  - e. Preliminary budget recommendations for 2023
  - f. Review Director's Job Description
  - g. Director's Self-Assessment
12. Other comments:
- a. We need to establish a committee for the Director's Evaluation. Seguin, Kuether and Mandelson agreed to sit on this committee.
  - b. Helen Hullberg is our new Library Foundation President. She wrote an introduction letter, which is in your packets.
13. Adjourned at 7:10 PM

Next Board Meeting: **May 19, 2022 at 6:00 PM**

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*Lisa Murray,*  
*Recording Secretary*

*Date*

*Brian Seguin*  
*Secretary*

*Date*