

Meeting of the
Menomonie Public Library Board of Trustees
January 20, 2022 @ 6:00 PM

At the Menomonie Public Library
A link to the recording may be found here:
https://us02web.zoom.us/rec/share/KVISEPHb9bCb0IjQLXqOVSqH2In1877sxpnREFr9R1J1l_GuZ5kIKIFaHR4-NKK8.UX_Goah-u3oRtUVw
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Minutes:

1. Call to order: by Witucki at 6:01 PM.
2. Roll Call:
 - a. Present: Don Kuether, Scott Flaschenriem, Darrin Witucki, John Grape, Sara Huhmann, Logan Mather, Jessica Graham, Brian Seguin, Dayle Mandelson and Suzanne Gaines
 - b. Absent: Kelly McCullough & Pat Hahn
 - c. Also present: Joleen Sterk, Director; Lisa Murray, Recording Secretary; Jodi Bird, Public Services; Debbie Nelson, Children's Dept.; Jen Atkinson, Circulation Manager; Tracey Sorenson, Communications Specialist; & John Thompson & Leah Langby, IFLS Library System
3. Certification of compliance with Open Meetings Law.
4. Approval of agenda: A new agenda was distributed 1-19-22. Seguin made a motion to approve the new agenda, as amended, seconded by Kuether. APPROVED.
5. Public comments: None
6. Reading and approval of the minutes: Flaschenriem moved to approve the December 2021 minutes, seconded by Mather. Seguin abstained. APPROVED.
7. Bills & Payroll: Gaines moved to approve the January 2022 bills and payroll, seconded by Kuether. 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) Witucki met with Sterk last week.
 - d. Director's report: (Joleen Sterk) The Director's report is in your packets.
 - 1 The City Council voted to add MLK Day to the list of paid holidays for City Personnel. Joleen would prefer to remain open that day. She suggested adding another floating holiday for staff. Covid has resulted in several staff using their paid time off to quarantine so this will be helpful.
9. Old business:
 - a. Long Range Plan: Moved this up in the agenda to allow John & Leah to speak first. John Thompson shared he & Leah Langby's suggestions following our community surveys. Survey results and their suggestions were in your packets.
 - b. Covid-19 Pandemic: The management team discussed this and their suggestion is to remain open. There are new CDC guidelines on quarantining. Curbside pickup is still available and has been increasing again. Some staff have been absent due to close contacts.
10. New business:
 - a. Revised 2022 Budget: This budget does not include any carry-over. Motion by Seguin, seconded by Mather, to approve the Revised 2022 Budget. APPROVED
 - b. City Audit: The 2020 City Audit is complete. They are showing our carry-over is \$137,000. Discussion on how to use those funds, and who should be on the committee to decide that.
 - c. Policy Review: The original and amended versions of these policies were in your packets.
 - 1 Circulation Policy: Flaschenriem motioned to accept the new circulation policy, seconded by Grape. APPROVED
 - 2 Hot Spot Policy: Huhmann motioned to accept the new Hot Spot Policy, seconded by Kuether. APPROVED
 - 3 Request for Reconsideration Policy: Discussion on who would be on a committee to review reconsideration requests: to be determined. Gaines motioned to accept the new Request for Reconsideration Policy, seconded by Grape. APPROVED
 - d. Covid Mitigation: No action at this time. Witucki reminded everyone the Board agreed to let the Director change hours as needed during this pandemic.

11. Agenda planning for next Board meeting:
 - a. COVID-19: Update
 - b. Long Range Plan Update – Updated Timeline & Next Steps
 - c. Annual Report – Action Item
 - d. ACT-150 – Action Item
 - e. Request for Reconsideration Committee
 - f. Carryover distribution
 - g. Polasky Life Insurance Policy: Acceptance of gift - Action Item
 - h. Reference Policy
12. Other comments:
 - a. Graham asked about the temporary food pantry at the Fire Dept. No one took advantage of this service.
13. Adjourned at 7:36 PM

Next Board Meeting: **February 17, 2022 at 6:00 PM via Zoom**

Lisa Murray,
Recording Secretary

Date

Brian Seguin
Secretary

Date