

Meeting of the  
Menomonie Public Library Board of Trustees

October 20, 2022 @ 6:00 PM

At the Menomonie Public Library & via Zoom

A link to the recording follows:

[https://us02web.zoom.us/rec/share/LiOCC1uasGiWuULWfuFuY\\_5FPG-](https://us02web.zoom.us/rec/share/LiOCC1uasGiWuULWfuFuY_5FPG-)

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Passcode: !V6tMF2c

**Minutes:**

1. Call to order: by Witucki at 6:00 PM.
2. Roll Call:
  - a. Present: Don Kuether, Darrin Witucki, John Grape, Sara Huhmann, Dayle Mandelson, Kelly McCullough, Jessica Graham, Scott Flaschenriem, Pat Hahn, Logan Mather, Brian Seguin and Suzanne Gaines.
  - b. Absent:
  - c. Also present: Joleen Sterk, Director; Lisa Murray, Recording Secretary; Jodi Bird, Public Services Manager, and Helen Hullberg, Library Foundation President, Bob Willow.
3. Certification of compliance with Open Meetings Law.
4. Approval of agenda: Seguin made a motion to approve the agenda, seconded by Mather. APPROVED.
5. Public comments: Bob Willow expressed his hope that the Library Board preserve our building with care, and compared it to a Rembrandt. He lives in a home which was designed by John Howe, who designed our building.
6. Reading and approval of the minutes: Flaschenriem made a motion to approve the September minutes, seconded by McCullough. Mather abstained. APPROVED
7. Bills & Payroll: Grape moved to approve the October 2022 bills and payroll, seconded by Seguin. APPROVED
8. Reports of the officers
  - a. Secretary's report: (Logan Mather) None
  - b. Treasurer's report: (Suzanne Gaines) None
  - c. President's report: (Darrin Witucki) None
  - d. Director's report: (Joleen Sterk)
    - 1 The Director's Report was in your packets. Of note is that many of our staff members will be participating in a workshop at IFLS on October 27th, geared towards non-management library workers. The Friends are holding a book sale in our basement Thursday through Saturday of this week. We did not end up getting the desk from Glenwood City.
9. Old business:
  - a. COVID-19: No report
  - b. The Facility and Capital Planning committee will meet again before our next meeting. No report.
  - c. The Polasky estate:
    - 1 Witucki contacted two more landscape architects but has not yet heard back from either one.

- 2 Discussion on moving the Polasky funds into an account with a higher interest rate. Motion by Gaines, seconded by Flaschenriem, to give the Director the authority to research interest rates and move the funds if a better rate is discovered.

10. New business:

- a. Filming and photography policy: The City's attorney was consulted regarding this policy and it was amended. New amendments include: Amend the last sentence in #4 on the "Notice" to be: "The full policy is available on our website or by request." Motion by McCullough, seconded by Mather, to accept the policy as amended. APPROVED.
- b. Request for reconsideration form: amended to add a line at the top, stating, "Received by \_\_\_(staff name) on \_\_\_(date)" and take off the word "form" in the title ("Request for Reconsideration of Material.") Motion by Flaschenriem, seconded by Mather, to approve the form as amended. APPROVED.
- c. Discussion of request for reconsideration procedure. No action taken.
- d. Bylaw amendments: After some discussion, it was determined no action needed to be taken on this at this time.
- e. Proposed dates of operation: Sterk proposed that the day after thanksgiving be considered a paid holiday for all staff. She also proposed we be open all day on December 31<sup>st</sup> and to use Martin Luther King Day as a staff in-service day, with the library being closed that day. The board gave the Director the authority to adjust work hours last month, and agreed this schedule was acceptable.
- f. Formation of ad-hoc committee for reconsideration of library materials: Motion by Grape, seconded by Gaines, to create a standing committee, to be in place for a year. The members would be based on guidelines created last month. The Director will have the authority to choose another community member if the people suggested are not available.

11. Other comments:

12. Agenda planning for next Board meeting:

- a. Polasky estate: Proposals
- b. Facilities and Capital Planning Committee
- c. CD rates for potentially transferring Polasky funds
- d. City appropriation
- e. Library request for reimbursement from the County

13. Adjourned at 7:45 PM

Next Board Meeting: **November 17, 2022 at 6:00 PM**

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*Lisa Murray,*  
*Recording Secretary*

*Date*

*Logan Mather*  
*Secretary*

*Date*