

Meeting of the
Menomonie Public Library Board of Trustees

June 16, 2022 @ 5:45 PM

At the Menomonie Public Library & via Zoom

https://us02web.zoom.us/j/8Zsk9Yb4mhA3jvknkqY9n1k2e4WOZBcsVISD3F_Cw03oy4xqEkJCnuME66u4TL.Q60D4ofMpSOI2qp0

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Minutes:

1. Call to order: by Witucki at 5:46 PM.
2. Roll Call:
 - a. Present: Don Kuether, Scott Flaschenriem, Darrin Witucki, John Grape, Sara Huhmann, Dayle Mandelson, Kelly McCullough, Brian Seguin, Logan Mather, Pat Hahn and Suzanne Gaines.
 - b. Absent: Jessica Graham
 - c. Also present: Joleen Sterk, Director; Lisa Murray, Recording Secretary; Jen Atkinson, Circulation Supervisor; Tracey Sorenson, Communications Specialist, and Helen Hullberg, MPL Foundation President
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: None
6. Reading and approval of the minutes: Grape moved to approve the May 2022 minutes seconded by McCullough. Mather abstained. APPROVED.
7. Bills & Payroll: Seguin moved to approve the May 2022 bills and payroll, seconded by McCullough. 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 this week
 - d. Director's report: (Joleen Sterk)
 - 1 The Director's Report is in your packet
 - 2 The statistics show we have the 4th highest circulation in IFLS We've had 79 new patrons this month! E-content for May was 25% of our total circulation.
 - 3 The Library Foundation will meet on July 25th. Their President, Helen Hullberg, was in an accident so we have asked the VP, Kurt Brown, to chair the meeting.
9. Old business:
 - a. Covid-19: We have one staff member out with Covid now.
 - b. Long Range Plan: We have an updated timeline from John Thompson in the packets. He also proposes that we update our Mission and Vision. There was some discussion on our previous long range plan, which will be sent out to the Board.
 - c. The Ad Hoc Facility and Capital Planning did not meet this month.
 - d. The Polasky estate: Sterk is interested in having Monikka Hermann give us quotes on three different concepts of an outdoor space. Suggestion to have Cedar Corp also quote it for comparison. MH was trained at Taliesin and has worked with the Willows in Menomonie, who have a John Howe house. The Facility and Capital Planning Committee will create some guidelines for MH and Cedar Corp.

- e. Sterk submitted her objectives for the next year. Motion by McCullough, seconded by Mandelson, to approve her objectives. APPROVED. Mandelson noted that the Director's Evaluation form last used had a new section regarding Covid. It was agreed that part could be removed for this year's evaluation. An updated form will be provided at our next Board meeting, and will need to be returned by July 28th, either by email to Mandelson, or in a sealed envelope to Murray at the library.
10. New business:
 - a. Bylaw review: Article IV, Section 5 was reviewed and amended. The new version is: "Section 5. Minutes. Approved minutes of all meetings shall, at a minimum, indicate board members present, all items of business, all motions (except those that were withdrawn,) and the result of all votes taken. Menomonie Public Library Board minutes are available for review in the Reference collection and on the Menomonie Public Library website." Motion by Mather, seconded by Seguin. APPROVED.
 11. Agenda planning for next Board meeting:
 - a. COVID-19: Update
 - b. Long Range Plan: Updated timeline
 - c. Polasky estate
 - d. Director's Evaluation:
 - 1 Approve evaluation input
 - 2 Submission terms
 - e. Elect officers
 - f. Annual meeting schedule
 12. Other comments: Witucki noted that Sterk just celebrated one full year of being our Director!
 13. Adjourned at 6:55 PM

Next Board Meeting: July 21, 2022 at 5:45 PM

Lisa Murray,
Recording Secretary

Date

Brian Seguin
Secretary

Date