

Annual Meeting of the
Menomonie Public Library Board of Trustees

July 21, 2022 @ 5:45 PM

At the Menomonie Public Library & via Zoom

<https://us02web.zoom.us/j/845123456789>

Passcode: YW.Dz&K7

Minutes:

1. Call to order: by Witucki at 5:50 PM.
2. Roll Call:
 - a. Present: Don Kuether, Scott Flaschenriem, Darrin Witucki, John Grape, Sara Huhmann, Dayle Mandelson, Kelly McCullough, Logan Mather, Pat Hahn and Suzanne Gaines.
 - b. Absent: Jessica Graham & Brian Seguin
 - c. Also present: Joleen Sterk, Director; Lisa Murray, Recording Secretary; & Jen Atkinson, Circulation Supervisor.
3. Certification of compliance with Open Meetings Law.
4. Approval of agenda: Mandelson made a motion to approve the agenda, seconded by Mather. APPROVED.
5. Public comments: None
6. Reading and approval of the minutes: McCullough moved to approve the June 2022 minutes seconded by Flaschenriem. APPROVED.
7. Bills & Payroll: Mather moved to approve the June 2022 bills and payroll, seconded by Huhmann. 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 will be attending the Library Foundation meeting on 7/25/22.
 - d. Director's report: (Joleen Sterk)
 - 1 The Director's Report was shown on the screen and will be emailed to you soon.
 - 2 Music Over Menomin has been popular with 2-300 people attending weekly. Last week we had The Cutaways: who brought in 380 attendees.
 - 3 The Children's department has been busy with programming. Their Snake Discovery program was well attended, but our meeting room was at capacity and they had to turn people away. Consideration is being given to partner with another organization that has a larger meeting space like the Historical Society.
 - 4 Sterk was approached by the Menomonie Theater Guild's President, Katie Shay, regarding partnering for some activities surrounding their next play, Matilda, based on the children's book.
 - 5 Our new branding is going well. We have been ordering new polo shirts and name tags, as well as discussing new logos with the Friends and Foundation.
 - 6 The gate to our outside stairway may be replaced soon with something that will let us exit, but not enter there.
 - 7 We have a new memorial bench on our lawn.

- 8 We got a quote from The County to brush-cut our lake bank. Xcel Energy has a right of way there and The City will also check it out. We need to trim it back to gain some of our view back, as well as eliminate invasive species.
 - 9 Sterk met with Georgina Tegart at the Community Foundation of Dunn County. The Library Foundation has their endowment there. The CFDC recently met at the library for a "Hope Builders" meeting, and our Deb Nelson did a presentation for them.
 - 10 The MORE budget has been completed.
 - 11 Dunn County is recommending 100% reimbursement for the ACT 150 request in 2023.
9. Old business:
- a. COVID-19: We do not have any staff out at this time, due to COVID.
 - b. Long Range Plan: The management team proposed a new mission and a new vision, along with Goals and Strategies. The board is asked to make suggested revisions and send them to Lisa.
 - c. The Facility and Capital Planning committee met on July 14th. They presented some pictures to the board with areas identified which may be good to create an outdoor space with the Polasky estate.
 - d. The Polasky estate: The Facility & Capital Planning committee's report will be shared with the Friends and Foundation for potential support. Stakeholders, staff and the Board of Trustees will need to agree on a plan.
 - e. The updated forms for the Director's Evaluation was presented: one for staff and one for board members
 - 1 Motion by McCullough, seconded by Mather: to accept the new evaluation forms. APPROVED.
 - 2 The evaluation 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. Elect officers: A slate of officers was presented:
 Witucki: President
 Grape: VP
 Mather: Secretary
 Gaines: Treasurer
 Motion by McCullough to accept the slate of officers as presented, seconded by Mandelson. Witucki abstained. APPROVED.
 - b. Budget adjustments: A revised budget was presented, with several changes. Motion by Flaschenriem, seconded by Mather. APPROVED.
 - c. Trustee Training Week is August 22-26. The list of webinars was included in your packet.
 - d. The schedule of meetings for the next year are in your packet.
11. Agenda planning for next Board meeting:
- a. COVID-19: Update
 - b. Long Range Plan: Mission, Vision, Goals and Strategies
 - c. Polasky estate: Update
 - d. Policy review: Request for Reconsideration form

- e. **Action to Meet in Closed Session for the Purpose of Considering Employment, Promotion, Compensation or Performance Evaluation Data of any Public Employee over which the Governmental Body has Jurisdiction or Exercises Responsibility, pursuant to Section 19.85(1)(c), Wisconsin Statutes.**
 - f. **Personnel Matters Related to Agenda Items: Director's Evaluation**
 - g. **Action to Reconvene to Open Session for the Purpose of Taking Action, as Deemed Necessary or Appropriate, on any Matter Discussed or Deliberated Upon in Closed Session**
12. Other comments: None
13. Adjourned at 7:20 PM

Next Board Meeting: **August 18, 2022 at 6:00 PM**

Lisa Murray,
Recording Secretary

Date

Logan Mather
Secretary

Date