

Meeting of the  
Menomonie Public Library Board of Trustees

August 18, 2022 @ 6:00 PM

At the Menomonie Public Library & via Zoom

A link to the recording follows:

<https://us02web.zoom.us/rec/share/IJ8fHkKxpjCIAhJvaRIWNDtkStzd65NK8fHw18NVXG5QZMYwWc3aakrM8MB3MkoV.89XkGEw9BSFp2XJp> Passcode: &k8gBJZb

**Minutes:**

1. Call to order: by Witucki at 6:01 PM.
2. Roll Call:
  - a. Present: Don Kuether, Darrin Witucki, John Grape, Sara Huhmann, Dayle Mandelson, Kelly McCullough, Jessica Graham, Pat Hahn and Suzanne Gaines.
  - b. Absent: Scott Flaschenriem, Logan Mather & Brian Seguin
  - c. Also present: Joleen Sterk, Director; Lisa Murray, Recording Secretary; Tracey Sorenson, Communications Specialist; and Helen Hullberg, Library Foundation President.
3. Certification of compliance with Open Meetings Law.
4. Approval of agenda: Kuether made a motion to approve the agenda, seconded by Huhmann. APPROVED.
5. Public comments: None
6. Reading and approval of the minutes: Grape moved to approve the July 2022 minutes seconded by Hahn. Graham abstained. APPROVED.
7. Bills & Payroll: Mandelson moved to approve the August 2022 bills and payroll, seconded by Graham. 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)
    - 1 Witucki attended the Library Foundation meeting on 7/25/22.
  - d. Director's report: (Joleen Sterk)
    - 1 The Director's Report was in your packets.
9. Old business:
  - a. COVID-19: Dunn County is in the yellow so masks are optional for staff now.
  - b. Long Range Plan:
    - 1 The Mission was amended. The new Mission is: "We provide resources and foster community to enrich the lives of Dunn County citizens in a welcoming environment."
    - 2 The Vision was amended to include another comma: "We will work together to build an informed, engaged, and connected community."
    - 3 Motion by Huhmann, seconded by Grape, to accept the new revised Mission and Vision. APPROVED.
    - 4 Goals and Strategies: Some discussion and will re-visit this next month. Mandelson suggested that the Library Standards should be reviewed & considered while setting these goals and strategies.
  - c. The Facility and Capital Planning committee will meet again before our next meeting. No report.

- d. **The Polasky estate:** We need a contractor as Monika Hermann and Cedar Corp are both too busy to take on this project.
  - e. **Motion by Hahn, seconded by Kuether 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.** Sterk & Murray left the room. The recording was paused.
  - f. **Roll call: Present:** Don Kuether, Darrin Witucki, John Grape, Sara Huhmann, Dayle Mandelson, Kelly McCullough, Jessica Graham, Pat Hahn and Suzanne Gaines.  
**Absent:** Scott Flaschenriem, Logan Mather & Brian Seguin
  - g. **Personnel Matters Related to Agenda Items: Director's Evaluation**
  - h. **Motion by Mandelson, seconded by Graham 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.** The recording was resumed and Sterk and Murray joined the group.
  - i. **Motion by Mandelson, seconded by Graham, regarding the Director's Evaluation:** "The Library Director's performance meets or exceeds expectations in all five areas of evaluation and the evaluation finds no areas of concern in the library director's performance. The board and staff feedback was consistently positive. We recognize the leadership Joleen has provided during her first year in this position and the innovations she has already instituted in the operation of the library. We look forward to her continued leadership and positive contributions as she enters year two in the library director role. Therefore, I move that the board of trustees recognize and thank Joleen Sterk for the outstanding performance of her duties as Director of the Menomonie Public Library."
10. **New business:**
    - a. **2023 Budget:** A 2023 budget was presented. Motion by Gaines, seconded by Mather, to accept the presented budget with an amendment as follows: Give staff 2% raises and make appropriate changes to other line items tied to salaries. **APPROVED.**
    - b. **Trustee Training Week is August 22-26.** The list of webinars was included in your packet.
  11. **Other comments:** Please send additional ideas for the Polasky estate to Darrin. Define the scope and key features.
  12. **Agenda planning for next Board meeting:**
    - a. **COVID-19: Update**
    - b. **Long Range Plan: Goals and Strategies**
    - c. **Polasky estate: Update**
    - d. **Library standards-Review**
  13. **Other comments:** None
  14. **Adjourned at 7:45 PM**

**Next Board Meeting: September 15, 2022 at 6:00 PM**

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*Lisa Murray,*  
*Recording Secretary*

*Date*

*Logan Mather*  
*Secretary*

*Date*