

Meeting of the  
Menomonie Public Library Board of Trustees  
January 18, 2024 @ 6:00 PM  
In-person and Via Zoom  
Minutes

Meeting recorded on Zoom by Sterk. A link to the recording follows:

<https://us02web.zoom.us/rec/share/Qyucg49UAnR-9Wah2TeslBRvIN9GMXALHqkHziPyqjWGjOqoWcOmnxRexyVW3wB5.NuJlzSCnBtm2MjaJ>

Passcode: 8m+fP8a\*

1. Start recording meeting
2. Call to order: by McCullough at 6:00 PM. As she was attending via Zoom, she handed the gavel off to Darrin Witucki, so he could run the meeting.
3. Roll Call:
  - Present: Logan Mather, Darrin Witucki, Pat Hahn, Sara Huhmann, Dayle Mandelson, Jessica Graham, Barb Lyon, Scott Flaschenriem, Suzanne Gaines, Laura McCullough and Brian Seguin
  - Absent: John Grape
  - Also present: Joleen Sterk, Director; Lisa Murray, Recording Secretary; Jodi Bird, Public Services; Jennifer Atkinson, Circulation Supervisor; Eric Atkinson, City Administrator; Tracey Sorenson, Communication Specialist; Megan Katcher, Colby Peterson, & Robin Shay, Circulation; Stephanie May, Library Assistant; Bob Willow, Menomonie Public Library Foundation; and Jack Holzhueter.
4. Certification of compliance with Open Meetings Law.
5. Approval of agenda: Motion by Seguin, seconded by Hahn to approve the agenda. MOTION CARRIED.
6. Public comments: Eric Atkinson Megan Katcher, Colby Peterson, Robin Shay & Jennifer Atkinson all spoke in favor of eliminating fines.
7. Reading and approval of the December 2023 minutes. Hahn moved to approve the minutes, seconded by Huhmann. Flaschenriem abstained. MOTION CARRIED.
8. Approval of Bills & Payroll. Seguin moved to approve the January 2024 bills and payroll, seconded by Mandelson. MOTION CARRIED.
9. Reports of the officers
  - a. Secretary's report: (Logan Mather) None
  - b. Treasurer's report: (Sara Huhmann) None
  - c. President's report: (OPEN)
  - d. Director's report: (Joleen Sterk) Sterk's report was in your packets. She added a sheet to the packet which has quotes for replacing the flooring in the Story Time Room.
10. Old business:
  - a. The Facilities and Capital Planning Committee (FCPC)
    1. The meeting on January 17<sup>th</sup> was cancelled. They will meet again soon.
      - i) No news on the Outdoor Project at this time.
      - ii) Roof replacement: no news at this time.
    2. Fundraising: no news at this time.
    3. 150<sup>th</sup> Anniversary of Libraries in Dunn County: A new banner is hanging outside of the building and there is a timeline banner in the Library lobby. Bookmarks are coming soon.

- b. Proposed removal of fines for all collections except Wi-Fi Hot Spots: Motion by Mather, seconded by Flaschenriem to proceed with the fine free process, and removing the line in the Policy Manual, Section 6, page 4: which states, "All other library materials accrue \$ .10 per day fine per item, accruing to a maximum of \$5.00 per item." MOTION CARRIED.
11. New Business:
- a. John Grape resigned. McCullough, as acting President, asked for a volunteer to be President. Seguin volunteered to be nominated as President and Mandelson volunteered to be nominated as Vice President, to be elected at the next board meeting. They would stay in these roles until the annual meeting in July. McCullough will not be at the February meeting, so has designated Darrin Witucki to lead the February meeting.
  - b. Preservation: Jack Holzhueter spoke on the importance of preserving our library building. Bob Willow added his thoughts.
  - c. Library Policy Review: Library Policy manual:
    - i) Sections 16-17 and 1-4 were reviewed.
      - a. Mandelson noted the committee section lists the nominating committee. There are two other standing committees: the Facilities and Capital Planning Committee, and the Director's Performance Evaluation committee.
      - b. McCullough recommended we ask the staff if any of the forms need to be updated in Section 16.
    - d. Recognition plaques: Policy and management. Sterk is researching this by viewing other libraries' policies. She met with Bill Hady, Melissa Kneeland and Rod Hildahl about her vision for the recognition piece and how to arrange the plates. She will send out the policy she mentioned from the San Luis Obispo, California library.
    - e. The Mission, Vision and Values were reviewed.
    - f. The Goals and Strategies were reviewed.
12. Agenda planning for next Board meeting:
- a. Committees:
    - 1. Facilities and Capital Planning Committee:
      - i) Outdoor Project
      - ii) Roof Replacement
    - 2. Fundraising
    - 3. 150 Year Anniversary of Libraries in Menomonie
  - b. Elect interim President and Vice President
  - c. Recognition Plaques: Policy and Management
  - d. Annual Report
  - e. ACT 150
  - f. Review nepotism policy
  - g. Order of succession
  - h. WLA Library Legislative Day (Trustee Essentials Chapter 13)
13. Other business: None
14. Adjourned at 7:45 PM

**Next Board Meeting: February 15, 2024 at 6:00 PM**

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Lisa Murray,  
Recording Secretary

Date

Logan Mather  
Secretary

Date

