

Meeting of the
Menomonie Public Library Board of Trustees
March 21, 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/LLDGICF8-E4BmVzIEqaDyGQbYBIGGTsilTXts4FxmS99EQ_IF8lyCK_8vIT47m19.ltXljEIHyJJDs32q
Passcode: pcYboyQ3

1. Start recording meeting
2. Call to order: by Seguin at 6:00 PM.
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: No one
 - Also present: Joleen Sterk, Director; Lisa Murray, Recording Secretary; Jodi Bird, Public Services; Jennifer Atkinson, Circulation Supervisor and Eric Atkinson, City Administrator
4. Certification of compliance with Open Meetings Law.
5. Approval of agenda: Motion by Mather, seconded by Lyons to approve the agenda. MOTION CARRIED.
6. Public comments: Eric Atkinson said he was willing to answer any questions about the City's new policies.
7. Reading and approval of the February 2024 minutes. Witucki moved to approve the minutes, seconded by Huhmann. McCullough abstained. MOTION CARRIED.
8. Approval of Bills & Payroll. Witucki moved to approve the March 2024 bills and payroll, seconded by Mather. 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: (Seguin) Seguin asked that people give him pointers as needed, regarding leading the meetings.
 - d. Director's report: (Joleen Sterk) Sterk's report was in your packets. She noted that The Friends book sale brought in over \$6500! She also noted that a deposit has been made on the Storytime flooring and that will be replaced in early April.
10. Old business:
 - a. The Facilities and Capital Planning Committee (FCPC)
 1. The FCPC has not met since February 12th, therefore there is no new news on the Outdoor Project, Roof replacement, Fundraising nor the 150th Celebration.
11. New Business:
 - a. Alexa Newman, our new Programming Coordinator, was not able to join us today.
 - b. The Recognition plaque policy will be on the agenda next month. Bill Hady is working on the recognition piece.
 - c. The Nepotism policy from the Library was provided. This will be compared to the new City policy and will be on the agenda next month.
 - d. WI Public Library Standards: please review Trustee Essentials Chapter 12 on your own.
 - e. Long Range plan and Technology plan: will be on next month's agenda
 - f. Capital Improvement requests: Eric Atkinson said he knows we need a new roof and that Capital Planning requests should be submitted by June if not earlier. The Library Foundation has also been informed we will be needing the roof resurfaced ASAP.
 - g. Budget 2025: This will be on the agenda next month.

- h. Fine Free Update: Jennifer Atkinson, Circulation manager said this has been very well received. They have had many long-overdue books returned. They have also noticed a decrease in the overdue notices and very few people are going to collections now.
 - i. Review Gift and Trust Fund balance and priorities: The money for the Outdoor project is in this account and some of it must be spent by the end of 2024. Currently the checking account where it sits is only earning 0.1% interest. The Board requested additional information on interest rates locally so they can consider moving some of the funds to an account that bears a better interest rate. Murray will research this.
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. Introduce new employee: Alexa Newman, Programming Coordinator
 - c. Recognition Plaques: Policy and Management
 - d. Compare Library policy vs the new City policy
 - 1. Nepotism
 - e. Review Long Range Plan and Technology Plan
 - f. Capital Improvement Requests
 - g. Budget 2025
 - h. Gift and Trust Fund
 - 1. Review balance and priorities
 - 2. Compare interest rates for investing some of these funds temporarily
13. Other business: None
14. Adjourned at 7:10 PM

Next Board Meeting: April 18, 2024 at 6:00 PM

Lisa Murray, Recording Secretary	Date	Logan Mather Secretary	Date
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