

Meeting of the
Menomonie Public Library Board of Trustees
August 15, 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/FDM4KCHrj62wiCF0XiTFOWb_iTDHD1t6a4qds4XGy3FnjgpbSHDcl1PNMrjIOxQ.JQ8506E38jDHIXP8 Passcode: iN=uQE7o

1. Start recording meeting
2. Call to order: by Seguin at 6:01 PM.
3. Roll Call:
 - Present: Darrin Witucki, Dayle Mandelson, Barb Lyon, Sara Huhmann, Brian Seguin, Jim Tripp, Laura McCullough, Logan Mather, Pat Hahn and Jay Collins
 - Absent: Andrea Renada
 - Also present: Joleen Sterk, Director; Lisa Murray, Recording Secretary and Chris Silewski, Ayres and Associates
4. Certification of compliance with Open Meetings Law.
5. Approval of agenda: Motion by Mather, seconded by McCullough to approve the agenda. MOTION CARRIED.
6. Public comments: None
7. Reading and approval of the July 2024 minutes. Lyon moved to approve the minutes, seconded by Witucki. Mather, McCullough & Hahn abstained. MOTION CARRIED.
8. Approval of Bills & Payroll. Murray noted there was 1 bill for the Outdoor project this month. She will be transferring the funds from the new Money Market account to the checking account, to pay for that. Witucki moved to approve the August 2024 bills and payroll, seconded by Mather. MOTION CARRIED.
9. Reports of the officers
 - a. Secretary's report: (Andrea Renada) None
 - b. Treasurer's report: (Sara Huhmann) None
 - c. President's report: (Seguin) Seguin noted he would save his report until the roof discussion in 10b.
 - d. Director's report: (Joleen Sterk) Sterk's report was in your packets.
10. Old business:
 - a. Committees:
 1. The Facilities and Capital Planning Committee (FCPC) has not met since 6-11-24. Witucki will follow up on the HVAC quote.
 - i) Outdoor Project:
 - a. Chris Silewski joined us from Ayres via Zoom. He discussed the updated plan for Phase 1. He attended Music Over Menomin on August 8th for a community engagement session at Music Over Menomin that night. He is also willing to have an "town hall style" meeting someday. The board suggested 9/13/24 at 3:00 PM for that meeting. He said the community feedback was overwhelmingly positive. His next steps will be to finalize the construction documents and fine-tune the estimates with a contractor's opinion. He will also send over the 2D rendering, and will report back with a payout schedule.
 - ii) Roof: Mather noted that she attended The Library Foundation meeting on 7/29/24. She said the Foundation agreed to pay for half of the roof: up to \$100,000. There will be a formal announcement in the future.
 - b. Policy review:
 1. Discuss adopting new city policies with Library addenda-Tabled until next meeting
 2. Revised request for reconsideration: Comments from John Thompson were shared. This will be revised for the next meeting.
 3. Amended board calendar: this will be updated and presented next month.
 - c. Budget 2025: A spreadsheet including the 2025 budget was presented by Sterk, along with a sheet titled "How to make up the Gap 2025..." Motion by Witucki, seconded by Mather: to approve the 2025 budget as presented. MOTION CARRIED.

- d. Gift and Trust Fund
 - 1. Compare interest rates for investing funds: Put this item back on the agenda for next month, to determine if some of the funds can be moved into a CD with an even better interest rate, depending on the payout schedule from Ayres Associates
- e. Director's performance evaluation:
 - 1. Motion by Mather, seconded by Hahn: 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.
 - 2. Roll call: Present: Brian Seguin, Darrin Witucki, Sara Huhmann, Dayle Mandelson, Laura McCullough, Pat Hahn, Barb Lyon, Jay Collins, Jim Tripp and Logan Mather.
 - 3. Absent: Andrea Renada
 - 4. Personnel Matters Related to Agenda Items: Director's Evaluation
 - 5. Motion by Huhmann, seconded by Collins 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.
 - 6. Seguin presented a statement, "The board met to discuss the Director's evaluation and will reconvene in Closed Session in September to finalize the evaluation."
- 11. New Business: None
- 12. Agenda planning for next Board meeting:
 - a. Committees:
 - 1. Facilities and Capital Planning Committee:
 - i) Outdoor Project
 - a. Updated materials from Silewski: including a payout schedule
 - ii) Roof Replacement
 - 2. Committee for Policy Review
 - i) Discuss adopting new City policies with library addenda.
 - ii) Revised Request for Reconsideration Policy
 - iii) Revised 3 year board calendar
 - 3. Closed Session: Director's Performance Evaluation
 - b. Budget 2025
 - c. Gift and Trust Fund
 - 1. Compare interest rates for investing some of these funds temporarily, based on Ayres Associates payout schedule.
- 13. Other business: None
- 14. Adjourned at 7:57 PM

Next Board Meeting: September 19, 2024 at 6:00 PM

Lisa Murray,
Recording Secretary

Date

Andrea Renada
Secretary

Date