

Meeting of the
Menomonie Public Library Board of Trustees
October 17, 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/qs7_0D4Dvl5-5vO_lwmonJHaXxcH-Khk-oEG4QC24SG414-RaOmAG-_qwUDwzFDJ.69jlxAyNtkNerBVU
Passcode: 7prM?D&C

1. Start recording meeting
2. Call to order: by Seguin at 6:00 PM.
3. Roll Call:
 - Present: Darrin Witucki, Andrea Renada, Barb Lyon, Sara Huhmann, Brian Seguin, Jim Tripp, Dayle Mandelson, Logan Mather, Rick Nagler and Jay Collins
 - Absent: Laura McCullough and Pat Hahn
 - Also present: Joleen Sterk, Director and Lisa Murray, Recording Secretary
4. Certification of compliance with Open Meetings Law.
5. Approval of agenda: Motion by Huhmann, seconded by Lyon to approve the agenda. MOTION CARRIED.
6. Public comments: None
7. Reading and approval of the September 2024 minutes. Mather moved to approve the minutes, seconded by Renada. Mandelson & Tripp 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. Lyon moved to approve the October 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) None
 - d. Director's report: (Joleen Sterk) Sterk's report was in your packets.
10. Old business:
 - a. Outdoor Project:
 1. Chris Silewski provided the bid documents for the Outdoor project. The bid closing is October 23rd at 11:00 AM
 2. Sterk will follow up with more information about a possible special meeting date to accept a bid
 - b. Roof replacement: no news yet. Waiting for it to be approved by City Council with the 2025 Budget.
 - c. Policy review:
 1. Discuss adopting new city policies with Library addenda: Sterk provided a 3 page addenda regarding the Library benefits. Motion by Witucki, seconded by Tripp, to approve and adopt section 4: the 3 pages presented, into our library policy manual. 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 Huhmann: 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. The recording was paused and Sterk and Murray left the room.
 2. Roll call: Present: Brian Seguin, Darrin Witucki, Sara Huhmann, Barb Lyon, Jay Collins, Jim Tripp, Andrea Renada, Rick Nagler, Dayle Mandelson and Logan Mather.
 3. Absent: Pat Hahn & Laura McCullough
 4. Personnel Matters Related to Agenda Items: Director's Evaluation
 5. Motion by Mather, seconded by Witucki 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. No action was taken during the closed session.

- 11. New Business: None
- 12. Agenda planning for next Board meeting:
 - a. Outdoor Project
 - 1. Updated materials from Silewski: including a payout schedule
 - 2. Special meeting date to accept bids
 - b. Roof Replacement
 - c. Policy Review
 - 1. Remove obsolete job descriptions
 - 2. Discuss adopting new City policies with library addenda.
 - d. Closed Session: Director's Performance Evaluation continued.
 - e. 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 7:15 PM

Next Board Meeting: November 21, 2024 at 6:00 PM

Lisa Murray,
Recording Secretary

Date

Andrea Renada
Secretary

Date