

Meeting of the
Menomonie Public Library Board of Trustees
September 19, 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/5trKKdFyFiwu4r1UzwEbCYxOMOoInNOC8vLSMhAJWJA-m4BqLcYRyxbY7p3NNF7f.L4aoDWInpTm81-0a> Passcode: 4=qhp9hi

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, Laura McCullough, Logan Mather, and Jay Collins
 - Absent: Dayle Mandelson and Pat Hahn
 - Also present: Joleen Sterk, Director; Lisa Murray, Recording Secretary, Rick Nagler & Chris Silewski, Ayres and Associates
4. Certification of compliance with Open Meetings Law.
5. Approval of agenda: Motion by McCullough, seconded by Lyon to approve the agenda. MOTION CARRIED.
6. Public comments: Josie Pillman spoke for 3 minutes regarding types of publications displayed during Pride month in June, that she feels should not be allowed to circulate in the library.
7. Reading and approval of the August 2024 minutes. Mather moved to approve the minutes, seconded by Huhmann. 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. McCullough moved to approve the September 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 came down to see the goats who were visiting recently.
 - 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 had a community engagement session here on September 13th. He discussed the updated plan for Phase 1. There were several suggested adjustments to the plan due to increased costs. He will list them on the contract as "alternates," with choices to add or deduct them. He noted one of our pine trees should be removed near the picnic table. It is too close to the walkway and will likely die. He wanted to plant an oak tree to replace any shade that may have provided. He suggested several trees and ornamental shrubs be planted south of the patio area. The group agreed the small shrubs would be ok but that is prime seating area for the concerts and would also block some of the view of the lake, so he eliminated the larger trees he was suggesting. He will plan to replace our current bike racks out back and they will match the other new ones he plans to install. He suggested we wait on replacing the door that will provide access to the patio, and to ask the hired contractor to accept a "field order" to complete that, for an additional cost. He also suggested different tables and chairs for the patio, as costs have doubled on the original pieces. Another alternate would be to replace the pavers on the patio to be colored concrete instead. The last alternate was to eliminate the pergola and to replace that with trees surrounded by grates, that would grow in the patio area as shade. Instead of the trees there was a table umbrella option. The construction documents are scheduled to go to bid on October 7th, with an ad in the paper Oct. 9th. The pre-bid meetings will be 10/17-early Nov. with bid

approval around November 7th. It is likely that a special board meeting will be needed then. Some invoices could be received before Thanksgiving.

- b. Policy review:
 - 1. Discuss adopting new city policies with Library addenda-Tabled until next meeting
 - 2. Revised request for reconsideration: Motion by McCullough, seconded by Lyon, to accept the updated request for reconsideration as presented. MOTION CARRIED.
 - 3. Amended board calendar: A new 2-year calendar was presented. Motion by Mather, seconded by Witucki, to approve the updated board calendar. MOTION CARRIED.
 - 4. The Youth Services Programmer job description was presented. Motion by McCullough, seconded by Huhmann. MOTION CARRIED.
- c. 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
- d. Director's performance evaluation:
 - 1. Motion by Witucki, seconded by Mather: 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, Murray and Nagler left the room.
 - 2. Roll call: Present: Brian Seguin, Darrin Witucki, Sara Huhmann, Laura McCullough, Barb Lyon, Jay Collins, Jim Tripp, Andrea Renada and Logan Mather.
 - 3. Absent: Pat Hahn & Dayle Mandelson
 - 4. Personnel Matters Related to Agenda Items: Director's Evaluation
 - 5. Motion by McCullough, seconded by Mather 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, Murray and Nagler joined the group.
 - 6. Seguin presented a statement, "The Menomonie Public Library Board of Trustees has met to review the director's evaluation, and found the director to meet or exceed expectations within the categories being evaluated.
 - 7. Motion by Witucki, seconded by Huhmann: to Meet in Closed Session again, 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 Murray and Nagler left the room. Sterk remained.
 - 8. Roll call: Present: Brian Seguin, Darrin Witucki, Sara Huhmann, Laura McCullough, Barb Lyon, Jay Collins, Jim Tripp, Andrea Renada and Logan Mather.
 - 9. Absent: Pat Hahn & Dayle Mandelson
 - 10. Personnel Matters Related to Agenda Items: Director's Evaluation
 - 11. Motion by Tripp, seconded by McCullough 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 Murray and Nagler joined the group.
- 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
 - b. Special meeting date to accept bids
 - ii) Roof Replacement
 - 2. Committee for Policy Review
 - i) Discuss adopting new City policies with library addenda.
 - 3. Closed Session: Director's Performance Evaluation continued.
 - b. 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 8:50 PM

Next Board Meeting: October 17, 2024 at 6:00 PM

Lisa Murray,
Recording Secretary

Date

Andrea Renada
Secretary

Date