

STOUGHTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
WEDNESDAY, JULY 20, 2022, @ 6:30 P.M.  
HYBRID MEETING IN THE CARNEGIE ROOM,  
STOUGHTON PUBLIC LIBRARY, 304 S. 4<sup>th</sup> ST.  
AND VIA ZOOM.



PRESENT: Elise Balzer (remote); Amy Ketterer, President; Teri LeSage (remote); Jean Ligoeki, City Council Representative (remote); Sharon Meilahn Bartlett (remote); Erin Meinholz, Vice-President; Dayna Versteegen (remote)

ABSENT: Ken Axe; Trish Gates, Stoughton Area School District Representative;

ALSO PRESENT: Jim Ramsey, Library Director; Sarah Monette, Library Administrative Assistant; Jerry Wendt, Stoughton Area Community Foundation

- I. CALL TO ORDER: 6:34 P.M. BY PRESIDENT AMY KETTERER
- II. REVIEW OF AGENDA. Ketterer moved item XIII Board In-Service, to the top of the agenda to immediately follow review of the agenda.
- III. BOARD IN-SERVICE: PRESENTATION BY JERRY WENDT, PRESIDENT, STOUGHTON AREA COMMUNITY FOUNDATION

*[Monette arrived 7:40 PM]*

- IV. CONSENT AGENDA  
MOTION TO APPROVE: Meinholz SECOND: Versteegen VOTE: 7-0  
Ramsey noted that some of the revenue lines in the fund 215 financial report have been renamed by the new Finance Director.
- V. RECOGNITION OPPORTUNITIES None
- VI. PUBLIC COMMENT PERIOD None
- VII. REVIEW/DISCUSSION OF CORRESPONDENCE: Ramsey presented several thank you notes and emails from patrons.
- VIII. EDUCATION UPDATES: None
- IX. DIRECTOR'S REPORT
  - A. Statistics: Ramsey presented the statistics.
  - B. Administration Report: Ramsey presented and provided the update that the new shelving for the Children's Area will not arrive until October.
- X. COMMITTEE REPORTS
  - A. Finance: did not meet
  - B. Personnel: Ketterer reported that the Personnel Committee discussed the two position requests the Library has for the 2023 budget; decided that for the staff recognition, each staff member should have their choice between 4 options; discussed the director evaluation; agreed that Gates would be committee chair.
  - C. Planning: Meilahn Bartlett reported that the Planning Committee discussed Library Board goals and possibly changing the goals so that each of them is clearly the business of one of the four standing committees. They also discussed the Strategic Plan. They agreed that Meilahn Bartlett would be committee chair.
  - D. Policies: did not meet.

- XI. FRIENDS OF THE LIBRARY REPORT: Ramsey reported that he wants to try a new model, wherein a member of the Friends would come and present to the Board after the Friends' quarterly meetings. There was general approval of this idea.
- XII. OLD BUSINESS None
- XIII. NEW BUSINESS
  - A. DISCUSSION AND POSSIBLE ACTION REGARDING 2023 PERSONNEL REQUESTS. The two requests are 10 more hours for the Circulation Supervisor and the creation of another Library Assistant position for Adult Services. The Personnel Committee recommends approving both requests. MOTION TO APPROVE: Meinholz SECOND: Verstegen VOTE: 7-0
  - B. INSTRUCTIONS TO BOARD FROM PERSONNEL COMMITTEE REGARDING ANNUAL DIRECTOR EVALUATION. Meilahn Bartlett explained that the evaluation would be sent to each Board member to fill out separately.
  - C. DISCUSSION AND POSSIBLE ACTION ON MEMORANDUM OF UNDERSTANDING BETWEEN STOUGHTON PUBLIC LIBRARY AND WISCONSIN VOICES FOR RECOVERY REGARDING PLACEMENT OF NALOXZONE EMERGENCY BOX IN LIBRARY. MOTION TO APPROVE: Ligocki SECOND: LeSage VOTE 7-0 Ramsey has agreed to be the contact person for the NaloxZone emergency box. There was some discussion about also having COVID home tests available at the Library.
  - D. PRESENTATION OF PRELIMINARY 2023 OPERATING BUDGET BY LIBRARY DIRECTOR. Ramsey presented.
- XIV. ADJOURNMENT. MOTION TO ADJOURN AT 8:00 PM Meinholz SECOND Verstegen VOTE 7-0.

Minutes taken by Sarah Monette