

STOUGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
WEDNESDAY, OCTOBER 19, 2022, @ 6:30 P.M.
HYBRID MEETING IN THE CARNEGIE ROOM,
STOUGHTON PUBLIC LIBRARY, 304 S. 4th ST.
AND VIA ZOOM.



PRESENT: Ken Axe; Elise Balzer (remote); Teri LeSage; Jean Ligocki, City Council Representative (remote); Sharon Meilahn Bartlett (remote); Dayna Versteegen (remote); Siri Vienneau, Student Trustee (remote)

ABSENT: Amy Ketterer, President; Erin Meinholz, Vice-President

ALSO PRESENT: Jim Ramsey, Library Director; Sarah Monette, Library Administrative Assistant; Lesley Johnson, Friends of the Stoughton Public Library Board President

- I. CALL TO ORDER: 6:36 p.m. by Library Director Jim Ramsey
- II. REVIEW OF AGENDA. Ramsey moved item XI. *Friends of the Library Report* to the top of the agenda
- III. FRIENDS OF THE LIBRARY REPORT. Johnson shared the results of the booksale and raffle. This week is National Friends of the Library Week. The Friends have decided on the amount of their gift to the Library for 2023 and have named their Friend of the Year.

[Johnson left at 6:52 p.m.]

- IV. CONSENT AGENDA
Motion to approve: Axe Second: Versteegen Vote: 5-0
- V. RECOGNITION OPPORTUNITIES. Ramsey plans to thank everyone who volunteered for the Renaissance Faire.
- VI. PUBLIC COMMENT PERIOD. None
- VII. REVIEW/DISCUSSION OF CORRESPONDENCE. None
- VIII. EDUCATION UPDATES. None.
- IX. BOARD IN-SERVICE. Ramsey went over the 2023 Operating Budget.

[Ligocki arrived at 7:18 p.m.]

- X. DIRECTOR'S REPORT
 - A. Administration Report: Ramsey reported that he has made contact with the new SASD superintendent and progress is being made toward getting the Board a new SASD representative. He mentioned that he will be sending the Board an email about changing Library hours. He informed them of two November programs: *Indigenous Feminism* and a discussion of *How to Have Difficult Conversations about Race* by Kwame Christian
- XI. COMMITTEE REPORTS
 - A. Finance: Ramsey reported that the Finance Committee recommends approval of the 2023 budget.

- B. Personnel: did not meet; President Ketterer has collected all of the written evaluations from trustees; the plan is to complete the annual Director Evaluation at the November Board meeting.
 - C. Planning: Meilahn Bartlett reported that the Planning Committee is working on Board Goals (XII.B) and the Strategic Plan.
 - D. Policies: did not meet.
- XII. OLD BUSINESS
- A. UPDATE FROM PRESIDENT KETTERER ON LIBRARY DIRECTOR EVALUATION. See XI.B.
 - B. INSTRUCTIONS AND TIMELINE FOR THE FOUR STANDING BOARD COMMITTEES TO DRAFT 2023 BOARD GOALS. Ramsey noted the template/instruction handout created by LeSage on SMARTIE goals, included in the meeting packet, and encouraged the committees to use it to draft their goals. The Planning Committee would like to have the committee goals by the end of December.
- XIII. NEW BUSINESS
- A. DISCUSSION AND POSSIBLE ACTION REGARDING CREATION OF A TRUSTEE PHOTO DIRECTORY FOR PUBLIC AND/OR STAFF USE. Axe asked about the possibility of a staff directory. *Motion to create a Board directory for staff use, with Board members able to opt in to being in a public directory*: Meilahn-Bartlett *Second*: Verstegen *Vote*: 6-0
 - B. DISCUSSION AND POSSIBLE ACTION REGARDING PARTIAL CLOSURE OF LIBRARY ON JANUARY 26, 2023, TO ALLOW FOR CHIMERA SELF-DEFENSE AND ASSERTIVENESS TRAINING. The Board was unanimous and emphatic that they do not want staff to feel unsafe in the Library. LeSage asked about de-escalation training. Meilahn-Bartlett suggested that the Board should follow up in 2023 to see if staff feel more confident about their safety and if they would like other training. *Motion to approve partial closure of the Library on January 26, 2023*: Axe *Second*: Verstegen *Vote*: 6-0
 - C. DISCUSSION AND POSSIBLE ACTION REGARDING ADOPTION OF A MEMORANDUM OF UNDERSTANDING BETWEEN THE LIBRARY BOARD OF TRUSTEES AND THE FRIENDS OF THE STOUGHTON PUBLIC LIBRARY, INC. Axe stated that he wants the Friends to know how much the Board appreciates their efforts. *Motion to approve*: Verstegen *Second*: Meilahn-Bartlett *Vote*: 6-0.
 - D. APPROVAL OF 2023 LIBRARY OPERATING BUDGET. There was discussion of the fact that the City did not agree to either of the Library's personnel requests. Meilahn-Bartlett suggested ways that the Board can advocate for staff next year. *Motion to approve the 2023 Library Operating Budget*: LeSage *Second*: Verstegen *Vote*: 6-0
- XIV. ADJOURNMENT. *Motion to adjourn at 8:03 P.M.* Axe *Second*: LeSage *Vote*: 6-0.

Minutes taken by Sarah Monette