

STOUGHTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
WEDNESDAY, JULY 19, 2023, @ 6:30 P.M.  
HYBRID MEETING IN CARNEGIE ROOM  
& VIA ZOOM



PRESENT: Ken Axe; Amy Ketterer, Teri LeSage, President (virtual); Jean Ligocki, Vice-President/City Council Representative; Sharon Meilahn Bartlett; Erin Meinholz; Kristin Rosenberg, Stoughton Area School District Representative; Dayna Verstegen (virtual);  
ABSENT: Siri Vienneau, Student Trustee  
ALSO PRESENT: Jim Ramsey, Library Director; Amanda Bosky, Adult Services Librarian

- I. CALL TO ORDER. 6:32 p.m. by President Teri LeSage
- II. REVIEW OF AGENDA & CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW. LeSage moved item XI., Friends of the Library Report, to item IV.
- III. CONSENT AGENDA. Ketterer briefly reviewed the purpose and function of the consent agenda. Meilahn Bartlett offered a correction to the minutes of June 21, 2023: Under item VII. EDUCATION UPDATES, the public library receiving pushback for their Pride event was in Rockton, IL, not Rockford. *Motion to approve:* Ketterer. *Second:* Meinholz. *Vote:* 8-0
- IV. FRIENDS OF THE LIBRARY REPORT. Friends Board President Lesley Johnson presented: The successful Pie Place fundraiser on May 20 netted \$2,970 for the Friends; they are working to raise their membership numbers and are currently at 115 members; the Friends were glad to participate in the Library's first ever Pride celebration on June 3; board members are active at the downtown farmer's market and have garnered a lot of interest; tickets for the upcoming wine & cheese tasting fundraiser at Cheeser's on July 28 are sold out; the Friends will be at the city's National Night Out Celebration at Nordic Ridge Park on Aug 1; the Friends are working with Children's Librarian Mary Ostrander on an author event featuring paralympian Patty Cisneros Preva; the fall raffle will be held Sep 30; the Friends annual meeting, which all members are encouraged to attend, take place on Oct 11; a Friends fundraiser, in which the library will be transformed into a mini-golf course, is planned for March 17, 2024.
- V. RECOGNITION OPPORTUNITIES. None.
- VI. PUBLIC COMMENT PERIOD. None.
- VII. REVIEW/DISCUSSION OF CORRESPONDENCE. Ramsey shared a self-published book created by one of the young attendees at the Fairy Houses craft program on July 5.
- VIII. EDUCATION UPDATES. Meinholz shared the history of the Children's Cooperative Book Center at UW-Madison's School of Education. Meilahn Bartlett shared an article about young people resisting efforts to ban library books.
- IX. BOARD IN-SERVICE: TRUSTEE ESSENTIAL #8: DEVELOPING THE LIBRARY BUDGET. Ramsey presented and gave an update on the city's budget process, which begins later this summer.
- X. DIRECTOR'S REPORT. Ramsey presented: reported that statistics are unavailable this month but will return next month; gave an update on construction of the library's

outdoor programming space at 216 E Jefferson St; discussed the city's annual budgeting process.

XI. COMMITTEE REPORTS

- A. Finance: did not meet.
- B. Personnel: did not meet.
- C. Planning: did not meet.
- D. Policies: did not meet.

XII. OLD BUSINESS.

- A. ASSIGNMENT OF COMMITTEES. LeSage presented: Reported that the committee assignments for 2023-2024 will remain the same as the previous year.
- B. REPORT FROM AD HOC TRUSTEE RECRUITMENT COMMITTEE. Ketterer reported that the committee decided to solicit applications from the public, in addition to reconsidering some past applications. They hope to have a recommendation to the Board by September 20. They have already received two applications.

XIII. NEW BUSINESS.

- A. PRESENTATION OF PRELIMINARY 2024 OPERATING BUDGET. Ramsey presented current and historical budget information; explained that the largest pieces of the budget—on the revenue side, the city's contribution, and on the expenditures side, personnel costs—won't be known until later this summer, at which time he will call a meeting of the Board's Finance Committee to discuss the budget.

- A. DISCUSSION AND POSSIBLE ACTION REGARDING RECOMMENDATION FROM PERSONNEL COMMITTEE OF 2024 LIBRARY PERSONNEL REQUESTS. Ramsey presented: Explained that these two personnel requests are identical to the ones submitted last year to the City Council's Personnel Committee; reported that the additional hours for the Circulation Supervisor might be achieved through restructuring, in which case that request would be withdrawn. Meilahn Bartlett pointed out a typo in the request for the part-time Adult Services Library Assistant and asked if Ramsey could add language to the Circulation Supervisor request tying that request to the library's strategic plan. Ramsey will make the necessary changes. *Motion to send personnel requests to the city's Human Resources Department for consideration by the city's Personnel Committee*: Ketterer. *Second*: Verstegen. *Vote*: 8-0.

- XIV. PENDING AGENDA ITEMS. FUTURE DESIGNATION OF LIBRARY SPECIAL GIFT FUND (217) FUND BALANCE. Ramsey explained that the Board's Finance Committee will consider a resolution on the issue when they meet at a later date to consider the 2024 operating budget.

- XV. ADJOURNMENT. *Motion to adjourn at 7:42 P.M.*: Axe. *Second*: Verstegen. *Vote*: 8-0.

Minutes taken by Jim Ramsey