



## **Library Board Meeting Minutes**

**June 8<sup>th</sup>, 2021 5:30pm**

Meeting conducted via Zoom due to COVID-19 pandemic.

Minutes by R. Burck

Board Member Attendees: Robert Burck, MaryBeth Paulisse, Jean Phillips, Courtney Ward-Reichard, Art Waldman, Ralph Zahnnow and Cindy Zellers

Missing: Rose Sime

Staff Attendance: Jenny Carr, Sarah Hartman, Rebecca Light, Travis Mueller, Jocelyne Sansing, Liz Zimdars

Public in Attendance: Rob Seltzer (outgoing Board Member), Katherine (Friends volunteer), others not identified

**Call to Order:** 5:30 pm

**1. Public Comments:**

- Katherine stated that she is a long-time volunteer working with the Friends bookstore and she is interested in listening to the discussion and vote at tonight's Library Board meeting.

**2. Welcome to new trustee, Jean Phillips, and thank you to outgoing trustee, Rob Seltzer.**

**3. Approval of Minutes of May 11<sup>th</sup>, 2021 library board meeting (action):**

Art Waldman made a motion to approve the minutes, seconded by MaryBeth Paulisse. Motion passed unanimously.

**4. Approval of the May vendor report (action):**

Reviewed the May vendor report. Rebecca Light highlighted two transactions in the vendor report that were related to services for deep cleaning the library building, and she noted that these transactions were moved into a new account for better tracking, per the request of the City.

Robert Burck stated that there were more requests for digital media by library patrons over the past year and asked if the Vendor Report was showing any general trends that corroborate the need to have larger spending on digital media, and less spending on physical media. Rebecca said that they have seen some general trends occur during the pandemic, but the Library has also started to have more people coming into the Library recently. Therefore, for the month of May, the Library actually increased its purchase of physical items to cover the pent-up demand for books and other physical items.

Motion to approve the May Vendor Report by Art Waldman, seconded by Cindy Zellers. Motion passed unanimously.

## 5. Operation of a Friends of the Library bookstore within the library building

Jocelyne Sansing gave a presentation covering the history of the Friends, an overview of the large amount of financial and volunteer support provided to the Library by the Friends over the years, and an analysis of the space and staff time that has been provided by the Library to the Friends bookshop. Jocelyne also reviewed some of the support offered by the Library to the Friends since 2017.

Motion to discontinue providing space and staff support for the operation of a bookstore within the library made by Art Waldman, seconded by Cindy Zellers.

Discussion was had among the Trustees.

Ralph Zahnow asked if there was some way to have limited hours for the bookstore, maybe only on weekends, where the Friends support the collection, sorting, and selling of books with no support from Library staff.

Art Waldman said that the Friends are offering their time to assist the Library, and he said that the Library, Trustees, and Friends need to work together to find others ways to allow the Friends to continue to volunteer to benefit the Library.

Robert Burck said that he agreed with both Ralph and Art, but also thought that it was important to note that the Library in the past used to provide the retired books from the Libraries to the Friends to sell, and it was just too much volume to sort and sell. Now, the Library takes their retired books to an outside company to sort and sell the old library books.

Courtney Ward-Reichard agreed with the previous comments, and again wanted to thank the Friends for all of the volunteer hours and financial assistance that has been provided by the Friends over the years.

Ralph Zahnow called for a roll call vote.

Art – Yes

MaryBeth – Yes

Robert – Yes

Ralph – No

Cindy – Yes

Jean – Abstain

Courtney – Yes

The motion passed, 5-1 (with one abstention)

## 6. Committee Updates

- a. **Personnel:** Courtney Ward-Reichard stated that the performance evaluation for the Library Director was submitted to the City and accepted on May 17.
- b. **Development:** Next meeting of the Development committee will be June 18 from 1:30 to 3:00 PM. Agenda to follow.
- c. **Nominating:**
  - i. **Trustee Commitment Statement:** Courtney Ward-Reichard reviewed the Trustee Commitment Statement with the Board and asked if there were any comments or questions. Ralph Zahnow expressed concern that the paragraph stating “I will make an annual personal financial contribution to benefit the Library in an amount that is personally significant to me and is

among the largest of my personal charitable donations each year” seemed like a “pay-to-play statement.”

Courtney stated that The Board implemented the Commitment Statement document 2 years ago, and the purpose of this clause was to encourage all Trustees to support the Library in all ways possible. It was drafted intentionally so it wasn't a “pay-to-play” clause – instead of specifying an amount, it encourages all Trustees to give an amount of money that is meaningful to them. She also noted that it is still a personal choice whether to give, or even to sign the Commitment Statement, noting that this information is not tracked. Cindy confirmed that this was how the Commitment Statement had been viewed at the time it was first drafted.

Ralph made a motion to strike clause number 3. Art suggested modification rather than an outright striking. There were no seconds to the motion and no alternative motions. Motion died for lack of a second. Since this was just a discussion item anyway, no action was taken.

- ii. **2021-2022 Middleton Public Library Board slate of officers:** The slate of officers proposed by the Nominating Committee was reviewed. No new nominations were submitted from the floor. Motion to approve the slate of officers as proposed by Cindy Zellers, seconded by Art Waldman. Motion passed unanimously.

Courtney Ward-Reichard	President
MaryBeth Paulisse	President-Elect
Robert Burck	Secretary

**7. City of Middleton Oath and Volunteer Orientation invitation**

The Library Board discussed how they were thankful that the City is including the Library on communications and policies that affect many other city committees. The Library Board discussed the Oath and its applicability to the Library Board. No action was taken.

**8. Liaison Updates**

- a. **City Council:** Robert Burck reported that the City of Middleton has reopened its doors to the public, and the Common Council is discussing when the Council and various committees should begin meeting in person. There is a preference to have in-person meetings starting in June or July, with a hybrid option to allow people to watch or participate remotely if feasible. There are technical difficulties which must be overcome to allow the in-person participants to see and hear the remote participants and vice-versa. Past problems have also included audio feedback and echoing when multiple people in a room have microphone turned on, and difficulty hearing individuals when there is only a single microphone pickup.
- b. **Friends:** Art Waldman reported that the Friends are in the process of figuring out what their next steps will be. The Library Board's vote today regarding the location of the Friends bookstore closes down one option, but hopefully the Friends and the Library Board can work together to find other ways that each group can support the success of the Library.
- c. **MCPASD:** MaryBeth Paulisse reported that school ended last Friday. The construction work at the High School continues. There is / will be new leadership at Elm Lawn elementary school and at Northside elementary school. There was a well-

attended graduation ceremony for graduating seniors and their families this year at the stadium. This in-person graduation ceremony was extremely important to students and their families after the many difficulties and changes over the last year and a half due to the pandemic.

**d. Community:** No updates.

**e. Equity, Diversity and Inclusion:** Jocelyne Sansing updated the Board that the Library is working on EDI presentations as well as collaborations with others in the community. Jocelyne recommends that individuals use the Library's web page: [MidLibrary.org/collaborate](https://MidLibrary.org/collaborate) to suggest ideas or programs for the Library to run to further the discussion of Equity, Diversity and Inclusion issues within the community.

**9. Director's Update / Library Board Report Review:**

Jocelyne Sansing reported that the library is excited to be included in the City's Strategic Planning efforts with Vandewalle & Associates (city consultant). Jocelyne reviewed the May monthly Road Map with the Board. Jocelyne noted that the library continues to participate in, host, and train on issues of Equity, Diversity, and Inclusion. Jocelyne also pointed out that the Library currently has an amazing art project on display right now, and she invites everyone to stop by to see this art display.

**10. Next Meeting (Monthly Board Meeting):** July 13<sup>th</sup>, 2021 at 5:30 pm

The next meeting is scheduled to be in-person at the library, but we will work on ways to have a hybrid meeting to allow people to participate via Zoom if they do not feel comfortable attending an in-person meeting.

**11. Adjourn:** Motion by Ralph Zahnow to adjourn, seconded by Art Waldman at 7:03 PM. Motion passed unanimously.