



## **Library Board Meeting Minutes**

**October 12<sup>th</sup>, 2021 5:30pm**

Meeting conducted via Zoom due to COVID-19 pandemic.

Minutes by R. Burck

Board Member Attendees: Robert Burck, Theresa Kim, MaryBeth Paulisse, Jean Phillips, Rose Sime, Art Waldman, and Ralph Zahnow

Missing: Karene Cary, Cindy Zellers

Staff Attendance: Rebecca Light, Jocelyne Sansing

Public in Attendance: None

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

### **1. Public Comments:**

- None

### **2. Approval of Minutes of September 14<sup>th</sup>, 2021 library board meeting (action):**

Ralph Zahnow asked that the minutes from September 14, 2021 be changed to include the fact that Robert chaired the meeting at the request of Jocelyne. Sansing Ralph Zahnow made a motion to approve the minutes as amended, seconded by Art Waldman. Motion passed 5-0, with MaryBeth abstaining.

### **3. Approval of the September vendor report (action):**

Reviewed the September vendor report. Rebecca Light highlighted the details of this vendor report.

Motion to approve the Vendor Report by Ralph Zahnow, seconded by Rose Sime. Motion passed unanimously.

### **4. YTD Financial Review / Next Chapter**

Jean Phillips joined the meeting.

Jocelyne Sansing reviewed the YTD Financials. She pointed out that the last three years have been atypical, but things are starting to normalize. The Library is well on-target to meet its budget for 2021.

Jocelyne also reviewed the Next Chapter project budget. The fund balance in this account is \$51,104, which will likely be spent mostly on new chairs for the library meeting rooms. The library will likely buy a few chairs to see how they work before committing all of the money to one style of new chairs.

Jocelyne Sansing also spoke about using additional funds in the Library budget for 1) a potential future purchase of a bookmobile, 2) paying for world murals in the Library, 3) exterior signs, 4) front doors to the Library, 5) interior painting at the Library, 6) a possible awning over the exterior book drop, and 7) restroom remodels (which would likely require the Library to close during the remodel). Jocelyne spoke in detail about the possible funding and considerations related to a bookmobile. These details will be explored further in the upcoming year.

Robert Burck asked if a bookmobile might be electric and showed his support of that concept. Robert also asked where a bookmobile would be parked and protected from weather. Jocelyne said these were some of the questions that would need to be answered prior to any decision. Art Waldman stated that an electric vehicle would need a charging station, and pointed out that a hybrid vehicle would not. Jean Phillips talked about what collaboration with the South Central Library System might look like and how that might further benefit the Library.

No action was taken on this topic.

## 5. Old Business

None

## 6. Committee Updates

- a. **Building:** On hiatus. No updates.
- b. **Development:** Jocelyne Sansing asked the Board if it makes sense to keep this committee on hiatus, or to dissolve this group, as most of this work might occur more within the Friends of the Library in the future. Also, many of the people who were on this committee are either no longer on the Board of Trustees, or are currently on the Board and are also part of the Friends.

Jocelyn Sansing noted that the Friends are still determining the direction of their group, it might make sense for the Development Committee to just go on hiatus for now, and to review this topic again in the future. Jean stated that we need a formal strategy for fundraising efforts and the Development Committee should continue to exist, even if it does not meet regularly, so that the Library has a group of people prepared to accept gifts and donations to the Library when people and companies find themselves ready to make a gift. It is also important that the Library Director, as the face of the Library, be a major part of this committee.

The Board agreed that it makes the most sense for this committee to keep the Development Committee on hiatus until further notice.

## 7. Liaison Updates

- a. **City Council:** Robert Burck stated that it is budget season. That will be the focus of the Common Council through November 3<sup>rd</sup>, when a Public Hearing will be held to discuss the proposed 2022 budget with the public and answer any questions, and until November 16<sup>th</sup> when the finalized City budget for 2022 will be approved.
- b. **Friends:** Art Waldman reported that he was unable to attend the last Friends meeting, but said that Jocelyne was able to attend. Jocelyne stated that the Friends Board is coming together well, thanks in large part to Art's great liaison work. Everybody is still learning roles, and the Friends are starting to figure out where they want to take the organization to best support the Library.

- c. **MCPASD:** The loss of 3 high school students, 2 seniors from MCPASD and one other senior student who had previously attended school in the MCPASD system, has shaken the entire school body.
- d. **Community:** No updates.
- e. **Equity, Diversity, and Inclusion Efforts:** Rose Sime stated that four members of the Middleton Equity Committee read a resolution to the school district that was strongly supportive of the actions of the equity work of the school district. Rose also apologized on behalf of the Middleton Equity Committee, stating that there may have been a missed opportunity to work more in conjunction with the Library, who is also doing great work in this area. The Middleton Equity Committee will continue to work with all partners and organization to advance equity, diversity, and inclusion efforts in our community.  
Art Waldman asked about bus service to and from the library from elsewhere in the City, stating that this was a major equity issue. Art stated that this needs to be prioritized by the City. Robert agreed to discuss this further with Mark Opitz, the city staff member supporting transit and transportation within the City.

#### 8. Director's Update/September Road Map

Jocelyne Sansing reviewed the September road map. Jocelyne shared that a lot of development work at the library is being dedicated to Equity, Diversity, and Inclusion (EDI). Jocelyne stated that some of the old furniture and shelving from the Friends of the Library was donated to the Madinah Academy. This helped the Library because these no-longer used materials could be taken away and reused by others, and they did not end up in a landfill. The Madinah Academy was also thrilled to be able to have these items, as without this donation, they would not have had other options for furniture and shelving for their school.

#### 9. New Business:

- a. **2021, 2022 Closure Dates**  
Jocelyne Sansing reviewed the proposed holidays . Robert Art.  
Motion to approve the Library closure dates made by Robert Burck, seconded by Art Waldman. Motion passed unanimously.
- b. **Disposal of materials policy** – Ralph stated his concern that material would be given by a public entity, such as the Library, to a religious school, and he asked that this be a topic of discussion at the next board meeting. He stated that the Library should have a policy that does not allow donations of materials to go to a religious organization. He stated it would be fine if they went to a non-religious group like Goodwill.  
Jocelyne stated that these materials were offered to other public groups first, including other departments in the City of Middleton and other library groups, but none of these public institutions wanted these shelves and other materials. To keep them out of a landfill, and following the City of Middleton disposal of materials policy, these materials were offered to anyone who wanted them, and the Madinah religious school asked if they could take these materials. Nobody else contacted wanted them. Jocelyne stated that this might be a better topic to take offline, and the discussion was shelved.

- 10. **Adjourn:** Motion by Art Waldman to adjourn, seconded by Rose Sime at 6:54 PM. Motion passed unanimously.

