



Library Board Meeting Minutes

March 8th, 2022 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, Art Waldman, and Cindy Zellers

Missing: Karene Cary, Rose Sime, and Ralph Zahnow

Staff Attendance: Jocelyne Sansing, Rebecca Light

Members of the public: None present

Call to Order: 5:31 pm

1. Public Comments:

- None

2. Approval of Minutes of February 8th, 2022 library board meeting (action):

Motion to approve the minutes made by Art Waldman, seconded by Cindy Zellers. Motion passed unanimously.

Approval of Minutes of February 23rd, 2022 special library board meeting (action):

Motion to approve the minutes made by Art Waldman, seconded by Cindy Zellers. Motion passed unanimously.

3. Approval of the January and February 2022 Vendor Reports (action):

Rebecca Light reviewed the January Vendor report with the Board. She reported that there was a relatively large expense in January for Annual Fees for LINK Services. Additionally, due to some differences in how we account for certain expenses, there are some new expenses now shown in the 490 account.

Motion to approve the January vendor report made by Art Waldman, seconded by Cindy Zellers. Motion passed unanimously.

Rebecca Light reported that the Library is still waiting for some numbers from the City to finalize the February Vendor report, so the February vendor report will be reviewed next month.

4. Investing options and review of gifts (discussion):

Rebecca Light reported that in January, the Middleton Library Foundation Fund (held by the SCLS Foundation) received gifts adding up to \$10,300.

Rebecca Light also discussed the possibility of having one Board member more involved in the future oversight of library-controlled funds. Marybeth Paulisse noted that the Treasurer position was created around 2018, but most of the library funds were being held by the City which has strict rules for how money can be invested. Because of that situation, the Treasurer had very little ability to manage or oversee the library funds.

Recently, library funds controlled by the Library Board (from gifts and donations that are received by the Library) have been segregated from library funds held by the City. It might now make more sense to resurrect a Treasurer position. A Treasurer could act as a liaison with the SCLS Foundation and the Madison Community Foundation to oversee the investment strategies of these funds and to report back to the Board. One difficulty is that the Board doesn't have the ability to appoint a Board member who will necessarily have a strong background in this area, and additionally, any Board member may leave or be removed from the Board of Trustees, and a new Board member may have very different skills. No action was taken on this topic.

5. Old Business

a. Library Use Guidelines Policy (action)

Jocelyne Sansing reviewed the Library Use Policy (Courtney Ward-Reichard started to update this policy when she was on the Board). The Board was asked to approve the updated policy.

Motion to approve the Library Use Policy made by Robert Burck, but this motion died for lack of a second.

Motion Art Waldman to table this issue for the Board to have more time to review this policy, seconded by Cindy Zellers. Motion passed unanimously.

6. Committee Updates

- a. **Building:** On hiatus. No updates.
- b. **Development:** On hiatus. No updates.

7. Liaison Updates

- a. **City Council:** Robert Burck reported that the City and city staff, including Jocelyne, spent time this past weekend to meet and greet candidates for City Administrator (to replace retiring City Administrator Mike Davis). Interviews with the Finalists were held on Saturday 5th March.
- b. **Friends:** Kristen Mildenhall with the Friends of the Library purchased a new tool, Little Green Light to help both the Library and the Friends of the Library. The Friends are using it to improve their membership tracking and donations tracking. Additionally, she reported that the Friends are currently updating their bylaws.
- c. **MCPASD:** MaryBeth Paulisse reported that the school is hosting sessions to investigate the possibility of a referendum to raise funds for the school district.
- d. **Community:** No updates.
- e. **Diversity, Equity, and Inclusion Efforts:** The work group made up of Jean Phillips, Rose Sime, and Karene Cary created a draft statement. Jean Phillips reported that

the team met with Jocelyne and Marybeth to gather their feedback, and have drafted a Statement and Policy on Equity and Inclusion at the Middleton Public Library. The Board asked if we could review this document over the next month so that the Board can also provide our feedback for this policy. Marybeth Paulisse and Art Waldman also suggested that this document, once approved, be placed in a customer-facing location such as the Middleton Public Library website. The Friends would also be excited to participate in the supporting the goals of this policy. Motion by Cindy Zellers and to table this topic for now so that this document may be further reviewed by the Board, seconded by Jean Phillips. Motion passed unanimously.

8. Director's Update / February Road Map

Jocelyne Sansing reported that the Library will be a community site for the Restorative Justice Community program.

Jocelyne also shared that the drop box in the Library parking lot will not be able to be used for dropping off Absentee Ballots, due to a ruling by the Wisconsin Supreme Court. The City will work to inform residents so that people hopefully do not cast a ballot that would need to be returned to them.

Jocelyne announced that Catherine Clark will be the Library's new Assistant Library Director. Catherine hails from Beloit Public Library, and she will be starting her new role on April 18th.

9. All day closure requested for Staff Development Day Friday 4/29 (action):

Motion for an all-day closure on Friday April 29th, made by Robert Burck, seconded by Theresa Kim. Motion passed unanimously.

10. New Business:

Marybeth Paulisse suggested that the Library Board of Trustees resume in-person meeting at the Library in May.

Jocelyne Sansing reported that Mike Davis (City Administrator) has invited a member of the Board of Trustees to join an Ad-hoc Circulator Committee to discuss possible transit service within the City of Middleton that would also connect with the Bus Rapid Transit system from Madison Metro. The Library's position is that the City of Middleton needs to provide transit services so that people throughout the City of Middleton are provided a transit service to allow them to be bused to and from the library from locations close to their homes.

11. Next Meeting: April 12, 2022

The Board should still plan on a Zoom meeting for the next meeting. The Board may choose to switch over to in-person meetings for the May meeting.

12. Adjourn: Motion by Art Waldman to adjourn, seconded by Robert Burck. Motion passed unanimously. Meeting was adjourned at 7:12 PM.