

Library Board Meeting Minutes
November 14th, 2023 5:30pm

Meeting conducted in person in the Friends of the Library Community Room
Minutes by L. Phelan

Board Member Attendees: Laura Phelan, Rashiqa Kamal, Jean Phillips, Stefanie Moritz, Randall Crow, Art Waldman, Dennis Dorn
Staff Attendance: Jocelyne Sansing, Rebecca Light, Liz Zimdars

Call to Order at 5:28 pm

1. Public Comments

- a. No public comments.

2. Approval of Minutes of the October 10th, 2023 meeting (action)

- a. Motion to approve the October minutes made by Art Waldman, seconded by Stefanie Moritz. Motion passed unanimously.

3. Financial Review and Approval of ~~November~~ October Vendor Report (action)

- a. 2024 Proposed Budget - Changes to materials, staff training and development, insurance, and the wages for pages. Page salary will be reviewed during the 2024 classification study.
- b. On track for expenditures for fund balance.
- c. Vendor report - starting to prepay for online resources for 2024. Received reimbursements from SCLS grants that were used for conferences.
- d. Square payments - these are payments for fines and fees made at the services desk through Square. They go to the city first, then are paid out to the library, so they don't show up on the report every month.
- e. Funds held outside city - market is still down. 1 donation to the endowment in September.
- f. Motion to approve the October Vendor Report made by Art Waldman, seconded by Dennis Dorn. Motion passed unanimously.

4. Staff Presentation by Head of Adult Services, Liz Zimdars

5. Trustee Essentials and Annual Calendar:

a. Annual Review of the Strategic Road Map – moved to 2024 w/facilitation

b. Extension of Dane County Library Services (action)

- i. Two cost formulas make up total payment of \$974,590 (Reimbursement for operation services to County residents and Reimbursement for facility services to County residents) - this is the payment Dane Co transfers after the city council approves to remain tax exempt.
- ii. Motion to approve the Extension of Dane County Library Services for 2024 made by Dennis Dorn, seconded by Art Waldman. Motion approved unanimously.

c. Reintroduction to the Advocacy MID BOT Handbook (discussion)

d. Down the road:

- i. **December - BOT Self Review**

- Staff Presentation by Outreach and Community Engagement Librarian,
Amy Perry

- Bookmobile campaign overview and service plan

ii. **January – BOT/FOL retreat Sunday Feb. 4th (discussion)**

1. Will be held at the library from 1-4 pm.

6. Development Committee update (discussion)

a. Committee agendas and minutes are available on the Library Board page on the library website.

7. After hours programming events: ~~1/27/2023~~ 1/27/2024, 2/24, 3/30 5:30-8pm Nerf Night (action)

a. Nerf Night over the summer was a big success with a large range of ages participating. Requests were made to host more events in the future - the plan is for after hours on Saturday evenings over the winter. There may also be future requests for next summer and around Halloween.

b. Motion to approve after hours programming made by Art Waldman, seconded by Dennis Dorn. Motion passed unanimously.

8. Director's Update/Monthly Strategic Road Map Report

a. The new kids features were installed and have been a big success.

b. The restroom project was approved and awarded to Iconica - funding breakdown is \$210,100 from city capital funding and \$100,000 from library fund balance.

9. New Business:

a. No new business.

10. Next Meeting: December 12, 2023

11. Adjourn (action)

a. Motion to adjourn made by Art Waldman, seconded by Dennis Dorn. Meeting was adjourned at 7:04 pm. Motion passed unanimously.