

DODGEVILLE LIBRARY BOARD OF TRUSTEES MEETING

Monday, October 9, 2023

The Dodgeville Public Library Board of Trustees met Monday, October 9, 2023 in person.

Present: Vanderloo, Howard, Wepking, Solberg, Spady, Ponsler, Murphy, Noel

Absent: McSherry

Vanderloo called the meeting to order at 5:00 p.m. and there being no objections declared the meeting duly posted. The agenda for this meeting was declared approved and the September 11, 2023, and September 25, 2023 minutes were approved.

Public Comment: Larry Nelson, who represents Iowa County on the SWLS Board of Directors, attended to inform the board of the resignation of SWLS Director David Kranz who will be joining the Winding Rivers Library System. Larry commented that David was a very good manager and he enjoyed working with him. Larry is interested in comments in regard to the recruitment of this position.

New Business:

- A. Grant Participation Request from Plymouth UCC – Merrimac and Main: Shirley Barnes of Plymouth UCC – Merrimac and Main approached the Board of a new opportunity to connect Merrimac and Main, the Dodgeville School, and the Dodgeville Library regarding programming for Middle Schoolers. A study was done by the school to gather information of the needs of this underserved group. The feedback was programming on cooking, art, gaming, etc. would be of interest to middle schoolers in Dodgeville. Library Director Noel will lead writing the grant attached to this project. Vanderloo made a motion to approve sending Murphy and Noel from the library and Spady from the board to meet with all the parties involved. Spady second. Motion approved.
- B. Library Closing Policy: Discussion on updating the Library Closing Policy in the case of inclement weather. Agreement on using what the Dodgeville School and the City of Dodgeville implements to inform our decision. The decision is based on keeping our patrons and staff safe. Vanderloo suggested if the weather improves, and we are able to safely staff the library, we would be open from 11:00 am to 4:00 pm. The communication to the public would be through Facebook, the Library website and the local radio station. Noel will rework the policy for final review at the November Library Board meeting.
- C. Updates to Library Public Restrooms: The Board discussed updates including new signage making both bathrooms gender neutral, adding a baby changing station to the current men's room, and eliminating the need to ask for a key to open by adding a Vacant/Occupied lock. Motion to approve changes by Wepking and second by Howard.
- D. Renewal of Annex Lease: The Board reviewed an updated lease for the Annex space that would extend the library's occupancy through September 30, 2024. Motion by Ponsler to approve, second by Spady. Motion approved.

E. Library Annex Reorganization: Director Noel reviewed a number of suggested changes from Shan Thomas, Curator of the Archives at Mineral Point Public Library, and a trained archivist. Suggestions included:

- Creating a mission statement specifically for the local history collection, which would help dictate its purpose and outline what the collection would hold.
- Developing a Deed of Gift form so that when materials are donated, we have proof that they were donated and that the library now controls the item(s) and can remove them from the collection if they are determined to no longer be safe, appropriate, etc.
- Developing a “Researcher Registration” form for people who are using our source materials for research. This would allow us to know who is using certain materials in case of damage or disappearance and also provide better data on what collections or areas of research are popular.
- Shan also shared a list of general rules for using materials in the local history collection to help safeguard them, including having the collection be non-circulating (in-library use only).

The Board will work to develop a committee to work through the development of policies and forms specifically for the local history collection, with members to be determined at a future meeting.

F. Friends of the Library Update: Book, quilt, and wooden item sale is going well. The Friends will most likely extend the end date of the sale beyond October.

Director’s Report: In September, Angela visited Mineral Point Public Library’s archives; attended the Wisconsin Valley Library System Director Retreat in Wausau; and met with directors from Platteville and Lancaster to discuss SWLS items. She’s had a number of meetings with City Clerk Lauree Aulik to discuss budget preparations. Both Carol and Angela are catching up on some ordering after a busy summer schedule. Schedule of upcoming programs was shared along with data from August.

Financial Report and Acceptance of Monthly Bills: Motion by Wepking to accept and pay the monthly bills. Second by Ponsler. All in favor, motion passes.

Concerns and Comments of the Board: None

Future Agenda Items: Annex mission statement, library closing policy, and shore director evaluation

Next Regular Meeting: October 9, 2023 at 5:00 p.m.

Adjourn: Motion by Vanderloo to adjourn this meeting. Second by Howard. All in favor. Meeting adjourned at 6:54 p.m.

Respectfully submitted by Carol Murphy.