

PUBLIC LIBRARY BOARD OF TRUSTEES MEETING MINUTES

THURSDAY, FEBRUARY 13, 2025 AT 5:30 PM

100 S. WATER ST., WATERTOWN, WI 53094 - 2ND FLOOR CONFERENCE ROOM

1. CALL TO ORDER / ROLL CALL

Jarrold Burke	A	Charity Chandler	P	Kerry Kneser	P	Tom Kohls	P
Chris Koppes	P	Andi Merfeld	P	Erin O'Neill	P	Sarah Oudenhoven	P
Bob Wetzel	P						

Also present: Checkai, Hernandez, Peerenboom (V)

2. REVIEW CORRESPONDENCE

- a. Card from Tom and Sue O'Connor-Donation in memory of Lou Checkai
- b. Email from Watertown Tourism re: Facebook post about TRP Center and high amount of engagement
- c. Email from library patron re: noise level in library. Checkai responded to the patron's concern.

3. CITIZENS TO BE HEARD - None

4. APPEARANCES - None

5. NEW BUSINESS

- a. Review and take action: 2024 State Annual Report
 - Checkai will email copies to City of Watertown

Wetzel made motion to approve 2024 State annual report for submission. Seconded by Merfeld. Approved.

6. UNFINISHED BUSINESS

- a. Strategic Planning
 - Reviewed WiLS proposal for Strategic Planning
 - Discussed grant opportunity with GWCHF to fund plan
 - Oudenhoven will meet with GWCHF CEO Ben Wehmeier to discuss proposal for Capacity Building Grant.

Koppes made motion to authorize library Board President to proceed with a Greater Watertown Community Health Foundation grant application for an amount consistent

with the WiLS proposal to be issued, excepting the Community Gathering and short survey for teens. Kneser seconded.

Votes to Approve: Chandler, Kneser, Kohls, Koppes, Merfeld, O'Neill, Oudenhoven, Wetzel

- b. Closed Session: The Library Board of Trustees convened into closed session to discuss Library Director Evaluation

Wetzel made motion to move into closed session. Kneser seconded. Approved.

Present for discussion: *Burke, Chandler, Kneser, Kohls, Koppes, Merfeld, O'Neill, Oudenhoven, Wetzel, Checkai*

Kohls made motion to reconvene to Open Session. O'Neil seconded. Approved.

7. DIRECTOR'S REPORT

- a. Reviewed monthly highlights, budget figures and statistics
- b. Director's Report

8. TRUSTEE'S REPORT

- a. Reviewed committee positions/leadership

9. PRESIDENT'S REPORT

- a. Reviewed correspondence

10. PERSONNEL AND POLICY

- a. No report

11. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

- a. Public Library Board minutes from January 9, 2025
- b. January 2025 Bills

Koppes made motion to approve Consent Agenda Items. Chandler seconded.

Votes to Approve: Chandler, Kneser, Kohls, Koppes, Merfeld, O'Neill, Oudenhoven, Wetzel

12. ADJOURNMENT

Kneser made motion to adjourn at 6:35 pm. Wetzel seconded. Approved.

These meeting minutes are uncorrected and stand as such until approved at the next Board of Trustees Meeting to be held on Thursday March 13, 2025, 5:30pm.

Respectfully submitted,

Andi Merfeld, Secretary