

WATERTOWN PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES
March 9, 2023

1. Call to order/Roll Call

The meeting was called to order by Board President Chris Koppes at 5:35pm.

Member present: Rahfaldt, Oudenhoven, O'Neill (arrived at 5:55pm) Lampe, Lapin, Rodriguez, Gerike, Koppes.

Staff members present: Checkai, Peerenboom, Hernandez

2. Review Correspondence

None

3. Citizens to be heard

None

4. Appearances

a. Darren Shretter: Studio GC Review library expansion/renovation status

On Monday March 6, following leaking east window wall during storm, Stacie from Miron visited on site, Nick and Darren were involved per zoom call. RE: 1984 building and leaks. Repaint metal work, contractor (Miron) to seal all joints as directed in the contract. The metal has pulled away from the building. Discussion on Monday re: Miron's responsibility. Could put up tarp.

Miron looking for their final payment of \$77K. Darren Shretter advises to hold off on that payment yet.

On Monday March 12 Poblocki will be installing the 100 Extraordinary Women sign. Darren contacted the City of Watertown outside signage, thickness of sign and depth of letters. Poblocki's plan is ¼" thick. Outdoor signage estimated at \$9K.

Flag Pole Plaza

Renderings were reviewed by board and discussed. Darren will bring cost estimates to the April meeting.

5. New Business

a. Review GWCHF Scorecard Information

Jamie Hernandez reviews scorecard with the Board. The report addressed programming, children's material check out, satisfaction with Talk, Read, Play Program. Families just starting to come back in previous numbers.

Surveys were also distributed, first question: "What did you learn?".

Second question related to dual language programming. Four bilingual families are involved in the programming.

Overall, the families are happy with the programming.

- b. Review and discuss how trustees would like to proceed with evaluating library policies.

It was discussed and agreed upon that policies would first be reviewed by staff, then proceed to the Personnel and Policy Committee and then progress to the Board for discussion and approval. A few policies will be reviewed at each meeting.

- c. Review and take action on proposed Memorandum of Understanding between Library Board of Trustees and Watertown Police Department regarding surveillance camera access.

Discussion included camera access and timing of sharing camera content. Overall feeling that it was good to cooperate with the Police Department

******MOTION #1 per Lampe seconded per Rodriguez to approve the proposed Memorandum of Understanding between the Watertown Public Library and the Watertown Police Department regarding surveillance camera access.**

Votes to approve: Rahfaldt, Oudenhoven, Lampe, Lapin, Rodriguez, Gerike Koppes.

Votes against: O'Neill.

Motion carried.

- d. Review and take action on outdoor signage proposal from Poblocki.

Discussion follows re: Lisa Famularo of the City approving the signage proposal

******MOTION #2 per Gerike, seconded per Rahfaldt to approve the Poblocki signage proposal pending approval from the City of Watertown.**

Votes to approve: Rahfaldt, Oudenhoven, O'Neill, Lampe, Lapin, Rodriguez, Gerike, Koppes.

Motion carried.

6. Unfinished Business

None

7. Director's Report

Peg reviews her statics from the past month.

This year's JigJog (Watertown Educational Foundation Fund Raiser) will work out of the Community Room of the Library on March 17 and 18, 2023. Hoping that parking will not be an issue.

Pie Day will be Tuesday 3/14/2023. This is a fundraiser for the Friends of the Library.

8. President's Report

Chris Koppes reports that the State Lieutenant Governor Sarah Rodriguez visited last week. Chris noted that Peg and Staff did a great job in welcoming her.

Chris also continues to work on marketing. He is planning to meet with the President of the Friends of the Library.

Chris will also be in touch with Nick from Miron.

9. Personnel and Policy

None

10. Review and take action on consent agenda items.

The following was discussed:

- a. Review and take action on minutes: Library Board of Trustees – 2/9/2023
- b. Review and take action on minutes: Library Board of Trustees – 2/23/2023
- c. Review and take action on library expenditures and finances.
- d. Review and take action on library expansion expenditures.

******MOTION #3 per Lapin, seconded per Rodriguez to approve the consent agenda items.**

Votes to approve: O'Neill, Lampe, Lapin, Rodriguez, Gerike, Rahfaldt, Oudenhoven, Koppes.

11. Adjournment

******MOTION #4 per Oudenhoven, seconded per Gerike to adjourn today's meeting.**

Motion approved per voice acclimation.

Meeting adjourned at 7:35pm.

Respectfully submitted,
Kate Lapin