



PUBLIC LIBRARY BOARD OF TRUSTEES MEETING AGENDA

THURSDAY, DECEMBER 12, 2024 AT 5:30 PM

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

1. CALL TO ORDER / ROLL CALL

Members Present: Gerike, Burke, O'Neil, Koppes, Knaser, Kohls, Merfeld, Wetzel

Members Absent: Oudenhoven

Also Present: Library Director Peg Checkai, Head of Adult Services - Jamie Hernandez, Head of Children's Services - Tina Peerenboom

2. REVIEW CORRESPONDENCE - Thank you note from Kevin Schoeffel after retirement.

3. CITIZENS TO BE HEARD - None at this time.

4. APPEARANCES

- a. Mark Stevens, Finance Director: Investment of Library Funds - Discussion regarding City budgetary changes in 2025 - general fund (Fund 1) money from the City and prior carryover funds, now in Fund 11. Information given from Stevens regarding options for investment for the library in the future. Follow up discussion with Mark Stevens and Finance subcommittee in the coming weeks.

5. NEW BUSINESS

- a. Discuss and take action: Amending Library Board By-Laws

*****MOTION** per Koppes, seconded per Khols to approve Library Board By-Laws to amend section 2 of article 3 articulated as, "In addition, a special election of any officer role may be held at the discretion of the Library Board."

Votes for: Gerike, Burke, O'Neil, Koppes, Knaser, Kohls, Merfeld, Wetzel

Votes against: None. **Motion carries.**

- b. Discuss and take action: Election of Library Board Officers

No action taken at this time. Election of Board Officers to follow in January. Burke commits to take minutes at the January board meeting.

- c. Discuss and take action: Director's request to carry over vacation hours

*****MOTION** per Gerike, seconded per Knaser to approve Library Director's request to carry over 40 vacation hours as prescribed by City processes.

Votes for: Gerike, Burke, O'Neil, Koppes, Knaser, Khols, Merfeld, Wetzel

Votes against: None. **Motion carries.**

- d. Resolution 2024-9 Acknowledgement of Betsy Gerike's service to the Library Board of Trustees

*****MOTION** per Koppes, seconded per Kohls to recognize Betsy Gerike's service to the Library Board of Trustees.

Votes for: Burke, O'Neil, Koppes, Knaser, Kohls, Merfeld, Wetzel

Abstain: Gerike

Votes against: None. **Motion carries.**

- e. Discuss and take possible action: Impacts of 2025 Budget on library operations. Discussion regarding adding titles to Fiction and Nonfiction collections (\$8,000), and Children's (\$7,000).

*****MOTION** per Gerike, seconded per Merfeld to approve Library Director to spend \$17,000 from the current carryover fund to supplement collection budgets for Fiction, Nonfiction, and Children's.

Votes for: Gerike, Burke, O'Neil, Koppes, Knaser, Kohls, Merfeld, Wetzel

Votes against: None. **Motion carries.**

6. UNFINISHED BUSINESS

- a. The Library Board of Trustees will convene into closed session under Exemption Wis. Stat. §19.85(1)(e). Deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting "other specified public business" whenever competitive or bargaining reasons require a closed session (City-Library MOU)

*****MOTION** per Burke, seconded per Wetzel to convene into closed session.

Motion approved through voice acclimation.

- b. Reconvene into Open Session

*****MOTION** per Koppes, seconded per Gerike to reconvene into open session.

Motion approved through voice acclimation.

- c. Review and take action: Request to fill PT Custodian position

*****MOTION** per Gerike, seconded per Knaser to fill PT Custodian position.

Votes for: Gerike, Burke, O'Neil, Koppes, Knaser, Kohls, Merfeld

Abstain: Wetzel

Votes against: None. **Motion carries.**

7. DIRECTOR'S REPORT

- a. Review: Monthly statistics and budget
- b. Review: Unplanned expenses
- c. Sadowski donation

8. TRUSTEE'S REPORT

9. PRESIDENT'S REPORT

10. PERSONNEL AND POLICY

11. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

- a. November 2024 Bills
- b. Library Board Minutes from October 10, 2024
- c. Library Board Minutes from November 14, 2024

*****MOTION** per Burke, seconded per Gerike to approve the Consent agenda.

Votes for: Gerike, Burke, O'Neil, Koppes, Knaser, Kohls, Merfeld, Wetzel

Votes against: None. **Motion carries.**

12. ADJOURNMENT

- a. Next Board Meeting: January 9, 2025 at 5:30

****Motion** per Gerike, second per Burke to adjourn at 7:03 pm.

Approved via voice acclimation. Motion carries.

These meeting minutes are uncorrected and stand as such until approved at the next Board of Trustees Meeting held on January 9, 2025 at 5:30pm.

Respectfully submitted,
Betsy Gerike, Secretary