



PUBLIC LIBRARY BOARD OF TRUSTEES MEETING AGENDA

THURSDAY, AUGUST 08, 2024 AT 5:30 PM

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

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1. CALL TO ORDER / ROLL CALL

**Members Present:** Gerike, Kohls, Burke, O'Neill, Oudenhoven, Merfeld, Koppes, Wetzel

**Members Absent:** Knaser

**Also Present:** Library Director Peg Checkai, Head of Adult Services - Jamie Hernandez, Head of Circulation - Cari Gunderson

2. REVIEW CORRESPONDENCE - None.

3. CITIZENS TO BE HEARD - None.

4. APPEARANCES - None.

5. NEW BUSINESS

- a. Review and take action: Approve permission for all trustees to sign library staff employment documents.

**\*\*Motion** per Koppes, second per Burke to grant blanket permission for any trustee to sign the Request to Fill Document or other hiring document.

Approved via voice acclimation. Motion carries.

- b. -d. Items removed from agenda. No action taken.

6. UNFINISHED BUSINESS

- a. Library Board of Trustees Committee Members 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.* Convene with legal counsel for Library Board of Trustees regarding proposed MOU.

**\*\*Motion** per Koppes, second per Merfeld to convene into Closed Session.

Approved via voice acclimation. Motion carries.

- b. Reconvene into Open Session

**\*\*Motion** per Koppes, second per Oudenhoven to reconvene into Open Session.

Approved via voice acclimation. Motion carries.

- c. Review and take action: Negotiating proposed MOU

**\*\*Motion** per Burke, second per Oudenhoven to give direction to the President to address the board's feelings regarding the MOU in a letter to the Mayor.

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

None against. Motion carries.

- d. Review and Discussion: 30 day access to library restrooms for public and private events. Review again monthly. No updates, no action taken.
- e. Review and Discussion: Library Board's investment with LGIP account. Discussion regarding monthly statements. Mark Stevens will attend the September board meeting to answer questions regarding the Watertown Public Library's LGIP account with the City. No action taken.
- f. Review status: Watertown Family Connections request for Wiggles and Giggles weekly program. No action taken at this time due to minimal contact with Stephanie Curtis.
- g. Review status: Discussion regarding management of library donated funds with Watertown Community Foundation. No action taken.
- h. Review status: Discussion regarding patron signature cards to file. No action taken.
- i. Review and take action: Krueger Trust Estate receipt. Discussion

**\*\*Motion** per Kohls, second per Oudenhoven to authorize President Koppes to finalize the Krueger Trust Estate donation.

Votes for: Gerike, Kohls, Burke, O'Neil, Oudenhoven, Merfeld, Koppes, Wetzel  
None against. Motion carries.

## 7. DIRECTOR'S REPORT

- a. Review monthly highlights, budget figures, and statistics.

## 8. TRUSTEE'S REPORT

- a. Discuss agenda items for September meeting: P&P - Strategic Plan and Milestones

## 9. PRESIDENT'S REPORT

- a. Review contacts in official capacity.

## 10. PERSONNEL AND POLICY

- a. Discussion: Review topics discussed at July 31, 2024 P&P Meeting: Library Director's goals update, annual Library Director review update (adjusted to September-October), draft succession plan shared, Strategic Plan update, Trustee onboarding/offboarding.

## 11. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

- a. Library Board Minutes: July 11, 2024
- b. 2024 Monthly Budget
- c. July 2024 Bills

**\*\*Motion** per Gerike, second per Burke to approve the Consent Agenda.

Votes for: Gerike, Kohls, Burke, O'Neil, Oudenhoven, Merfeld, Koppes, Wetzel  
None against. Motion carries.

## 12. ADJOURNMENT

**\*\*Motion** per Burke, second per Oudenhoven to adjourn at 6:59pm.

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 September 12, 2024.

Respectfully submitted,  
Betsy Gerike, Secretary