



Library Board of Trustees

Cravath Lakefront Conference Room
312 W Whitewater St., Whitewater, WI, 53190

*In Person and Virtual

Monday, February 17, 2025- 6:30 PM

MINUTES

CALL TO ORDER at 6:32 pm.

ROLL CALL

Present: Jennifer Motszko, Alyssa Orlowski (6:32-7:00 pm), Kathy Retzke, Camden Harlan, Doug Anderson, Sallie Berndt

Absent: Brienne Diebolt-Brown

Staff: Diane Jaroch

Guests: Marisa Urbina

APPROVAL OF AGENDA

A committee member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the council to be implemented. the agenda shall be approved at each meeting even if no changes are being made at that meeting.

MSC Anderson/Harlan to approve the Agenda as amended - move up item 8 and remove item 9.

Ayes: Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Camden Harlan, Doug Anderson, Sallie Berndt

Nays: none

8. Review and possible approval of the furniture vendor for the library renovation project

- a. Marisa reviewed various vendors for new furniture and re-upholstery. Atmosphere is recommended vendor/dealer.

MSC Anderson/Harlan to approve the Studio GC recommendation for the Request for Proposal (RFP) to be awarded to furniture dealer "Atmosphere", as related to the Irvin L Young Memorial Library Addition and Renovation Construction Project furniture costs.

Ayes: Jennifer Motszko, Kathy Retzke, Camden Harlan, Doug Anderson, Sallie Berndt, Alyssa Orlowski

Nays: none

CONSENT AGENDA

Items on the Consent Agenda will be approved together unless any committee member requests that an item be removed for individual consideration.

1. Approval of the minutes of the January 22, 2025 meeting
2. Approval of Payment of Invoices for January 2025
3. Acknowledgement of Receipt of January 2025 Statistical report
4. Acknowledgement of Receipt of January 2025 Financial report
5. Acknowledgement of Receipt of January 2025 Treasurer's reports

MSC Berndt/Harlan to approve the Consent Agenda.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Doug Anderson, Sallie Berndt

Nays: none

HEARING OF CITIZEN COMMENTS

No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

OLD BUSINESS

6. Library Building Project
 - a) General update
7. Review and approval of the revised Home Delivery Service Policy.

MSC Anderson/Berndt to approve the revised Home Delivery Service Policy as amended.

Ayes: Jennifer Motszko, Kathy Retzke, Camden Harlan, Doug Anderson, Sallie Berndt, Alyssa Orłowski

Nays: none

NEW BUSINESS

- ~~9. Approval of the 2024 Annual Report~~

CONSIDERATIONS / DISCUSSIONS / REPORTS

10. Library Director's report
11. Assistant Director's report

12. Youth Educational Services report
13. Programming & Makerspace report
14. Bridges Library System Staff reports
15. Board reports

FUTURE AGENDA ITEMS

CONFIRMATION OF NEXT MEETING on March 17, 2024 at 6:30pm

16. Adjournment into Closed Session at 7:10pm

I. Adjournment into Closed Session **NOT TO RECONVENE** per Wisconsin State Statute 19.85(1)
(c) "Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility."

Item to be discussed:

a) Performance evaluation for the Library Director

ADJOURNMENT at 7:35pm