



Library Board of Trustees

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

In Person and Virtual

Monday, October 21, 2024 - 6:30 PM

MINUTES

CALL TO ORDER at 6:33 pm.

ROLL CALL

Present: Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Camden Harlan, Doug Anderson

Absent: Brienne Diebolt-Brown, Sallie Berndt

Staff: Diane Jaroch, Rachel Clipse

Guests:

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 reach meeting even if no changes are being made at that meeting.

MSC Anderson/Retzke to approve the Agenda.

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

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 September 2024 meeting
2. Approval of Payment of Invoices for September 2024
3. Acknowledgement of Receipt of September 2024 Statistical report
4. Acknowledgement of Receipt of September 2024 Financial report
5. Acknowledgement of Receipt of September Treasurer's reports

MSC Anderson/Harlan to approve the Consent Agenda items 1, 2, 4, and 5.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Doug Anderson
Nays: none

MSC Harlan/Retzke to approve the Consent Agenda item 3.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Doug Anderson
Nays: none

OLD BUSINESS

6. Library Building Project

a) General Update

- i. Outdoor book drop is on its way.
- ii. Open to public tentatively October 28th.

NEW BUSINESS

7. Discussion and possible action of appointing a new Vice President.

Retzke to appoint Doug Anderson as new Vice President.

MSC Retzke/Harlan to approve Doug Anderson as Vice President.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Doug Anderson
Nays: none

8. Discussion of library building project expenses and funds. Possible action on transferring funds to the city for the building project.

- a. Further discussions during November's Library Board of Trustees meeting.

9. Discussion and possible action for hiring a woodworker and mobile mill to create a piece of furniture from the oak tree that was removed from library property.

- a. Currently not signed with a woodworker, but discussing possibilities. Will vote during November meeting.

10. Review and approval of the of the updated Staff Loan Privileges Policy

MSC Anderson/Orłowski to approve the updated Staff Loan Privileges Policy.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Doug Anderson
Nays: none

CONSIDERATIONS / DISCUSSIONS / REPORTS

12. Library Director's report

13. Assistant Director's report

- a. Rachel worked with Shawn Carlson at Bridges to make sure due dates were extended during library closure.

14. Youth Educational Services report

- a. Collection analysis was done about the youth collection.
- b. Begin discussions for collaboration in WUSD about helping students get library cards.

15. Programming & Makerspace report

16. Bridges Library System Staff reports

17. Board reports

FUTURE AGENDA ITEMS

- a. Vote on Funds from House Sales.
- b. Discussion and possible action on moving funds from First Citizens Account to the American Deposit Management Company Account.
- c. Woodworker options.
- d. Trustee training workshops.

CONFIRMATION OF NEXT MEETING Monday, November 18th, 2024 at 6:30 pm in the Cravath Lakefront Conference Room.

ADJOURNMENT at 7:26 pm.

MSC Harlan/ to adjourn.

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

Nays: none

Minutes respectfully submitted by Alyssa Orlowski on Monday, October 21, 2024.