



## Library Board of Trustees

Cravath Lakefront Conference Room  
312 W Whitewater St., Whitewater, WI, 53190  
\*In Person and Virtual

**Monday, September 16, 2024 - 6:30 PM**

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### Meeting Minutes

**CALL TO ORDER** At 6:33 pm

#### **ROLL CALL**

Present – Brienne Diebolt- Brown, Jaime Weigel, Jennifer Motszko, Sallie Berndt, Doug Anderson -joined 6:36pm

Staff- Diane Jaroch, Rachel Clift

Absent- Alyssa Orlowski, Kathy Retzke

#### **APPROVAL OF AGENDA**

MSC Diebolt-Brown/Berndt approve the agenda

Ayes: Motszko, Weigel, Diebolt-Brown, Anderson, Berndt, Anderson

#### **CONSENT AGENDA**

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

MSC Diebolt-Brown/Berndt approve the consent agenda

Ayes: Motszko, Weigel, Diebolt-Brown, Anderson, Berndt, Anderson

1. Approval of the minutes of the July 15, 2024 and August 19, 2024 meetings
2. Approval of Payment of Invoices for July and August 2024
3. Acknowledgement of Receipt of July and August 2024 Statistical reports
4. Acknowledgement of Receipt of July and August 2024 Financial reports
5. Acknowledgement of Receipt of July and August Treasurer's reports

#### **OLD BUSINESS**

6. Library Building Project
  - a) General Update
    - Email sent out giving over view, met last week Wednesday with Architect from Studio GC and Miron Construction Company.

- Started removing trees Friday, large tree in front, large tree in back, pine trees, small trees in parking lot. Save wood for a future project and a cookie ring to be dated and displayed.
- Trailer and machinery delivered.
- Staff no longer allowed in building due to water being off, electric off in sections.
- No asbestos found in mirror or toilet ring.
- New sprinkler room will be in the corner of the children's area.
- Family bathroom will be back by current makerspace.
- Groundbreaking will be October 2<sup>nd</sup> at 5:00pm, invites have been sent out and will be shared via social media and email. There will be cake and photos taken. Pictures will be taken by the City of Whitewater.
- Staff has space at the Innovation Center to work out of and they will be holding weekly trainings in the Cravath Lakefront Community Center.
- Temporary book drop- what should we do to provide a temporary outside book drop after this first phase of construction. Diane will look into options.

b) Discussion of city bricks

- There are also city bricks from old main street. Could be added to library outdoor space? Something to look into and take to the architect. Reach out to Landmarks committee about bricks.

## NEW BUSINESS

7. Mid-Year Review of the 2024 Strategic Plan Activities
  - Reviewed to see what is done, on-going, and on-hold due to the renovation project.
  - See page 34 of packet for a detailed list.
  - Review what we are able to do while closed, what can be done via social media and digitally?
  - PSA- first draft with library staff and updates and corrections needed have been sent back.
8. Review and possible action of Library Card Project Proposal with the WWUSD
  - Pages 36-37
  - Intent is to provide outline of library goals for the project with WWUSD.
  - Board encourages staff to have an in-person meeting with WWUSD.
  - Goal for project start would be for Fall 2025.
9. Review and possible action of the Land Acknowledgement Statement
  - Pages 38-40

- Board approved draft at earlier meeting, a letter with a small package was mailed to Tribal Leaders and Library Board members were hoping for feedback but have not gotten a response.
  - Library Board will publish the Land Acknowledgement Statement and share with the Tribal Leaders that it has been posted. Plan is to publish it on Library website shortly.
10. Preview Open Meeting video and review pages 6-12 of the City of Whitewater Good Governance Manual
- Video played and viewed by all attendees, in person and online.
11. Review and approval of the Recognition Policy
- Page 33
  - No changes to policy.

MCS Weigel/ Diebolt-Brown

Ayes: Motszko, Weigel, Diebolt-Brown, Anderson, Berndt, Anderson

#### **CONSIDERATIONS / DISCUSSIONS / REPORTS**

12. Library Director's report
- Pages 49-52
13. Assistant Director's report
- Pages 53-54
  - Books are being sent to city hall during remodel.
14. Youth Educational Services report
- Pages 55-58
  - Highest summer reading since 2016!
15. Programming & Makerspace report
- Pages 59-60
  - Had a baby, teaching a class, finished her MLIS.
  - Getting Lauchpads via Grant.
16. Bridges Library System Staff reports
- New librarians in our system!
17. Board reports
- None

#### **FUTURE AGENDA ITEMS**

**CONFIRMATION OF NEXT MEETING-** October 21<sup>st</sup> at 6:30pm at Cravath Lakefront Conference Room

**ADJOURNMENT-**

MSC- Diebolt-Brown/Weigel

Ayes: Motszko, Weigel, Diebolt-Brown, Anderson, Berndt, Anderson