



Library Board of Trustees

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

*In Person and Virtual

Monday, April 21, 2025- 6:30 PM

Minutes

CALL TO ORDER – 6:30 pm

ROLL CALL – Doug Anderson, Camden Harlan, Steven Sahyun, Tara McKenzie-Peotter, Elizabeth Miller, Jennifer Motszko, Kathy Retzke. Library Staff: Diane Jaroch and Rachel Clift

APPROVAL OF AGENDA

Camden Harlan moved, Doug Anderson seconded, and the motion passed

WELCOME TO NEW MEMBERS

Board President Jennifer Motszko gave a welcome. All library board members new and existing gave a self-introduction.

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 March 17, 2025 meeting
2. Approval of Payment of Invoices for March 2025
3. Acknowledgement of Receipt of March 2025 Statistical report
4. Acknowledgement of Receipt of Financial reports
5. Acknowledgement of Receipt of March 2025 Treasurer's reports

Elizabeth Miller moved to approve, Doug Anderson seconded, motion passed

HEARING OF CITIZEN COMMENTS

None

OLD BUSINESS

6. Library Building Project general update
 - *Library was closed April 17th and 18th for new fire panel to be installed, Fire Department tested it on 18th and it passed.*
 - *New water softener and water heater were also installed during the closer, final details were finished on Monday, April 21st.*
 - *Dry wall has been completed in new section.*
 - *Thunder Hearing Loop work will begin in May.*
 - *Phase 3 is expected to start in June.*

- *50% of the contingency budget is remaining, our architect from Studio GC says this is where we want to be budget wise.*
7. Approval to hire the auction company and proceed with the necessary steps needed for placing the card catalog cabinets and antique chairs up for auction
 - *Use of Bidding Owl.com was presented*
 - *Pricing provided by Carousel Consignments in Janesville were presented*
 - *Time line for May prep, bidding, and pick up was presented*
 - *Doug Anderson moved to approve, Elizabeth Miller seconded, motion passed.*

NEW BUSINESS

8. Discussion and possible action concerning the money market account at First Citizens
 - *Pages 23-27 of the board packet. 2-3 months ago money was moved from First Citizens to ADM due to better interest rates, First Citizens then started to charge us a \$5 a month fee because we were under the minimum of \$2,500.*
 - *Kathy Retzke moved to move \$1,500 from ADM to First Citizens to avoid more fees. Camden Harlan Seconded. Roll call vote was required. All board members voted in favor of the motion.*
9. Discussion and election of 2025 Library Board officers
 - *After discussion and nomination, the slate of officers presented for approval was: President- Jennifer Motszko, Vice-President- Doug Anderson, Treasurer- Kathy Retzke, and Secretary- Elizabeth Miller.*
 - *Jennifer Motszko moved to approve the slate of officers, Camden Harlan seconded, motion passed*
10. Approval of officers for the Friends Group
 - *Doug Anderson moved to approve the slate of officers for the Friends of the Library, Tara McKenzie-Peotter seconded, motion passed*
11. Review and approval of Internet Use Policy
 - *After review, further changes were suggested by the library board. Director Diane Jaroch will make changes and bring the updated policy to the May board meeting for approval.*

CONSIDERATIONS / DISCUSSIONS / REPORTS

12. Library Director's report -*pages 32-34 of Board Agenda, page 35 is annual highlights*
13. Assistant Director's report -*pages 36-37 of Board Agenda*
14. Youth Educational Services report -*pages 38-41 of Board Agenda*
15. Programming & Makerspace report -*pages 42-44 of Board Agenda*
16. Bridges Library System Staff reports -*pages 45-50 of Board Agenda*
17. Board reports -*none*

FUTURE AGENDA ITEMS

- *Internet use policy*
- *Presentation of new website*

CONFIRMATION OF NEXT MEETING *May 19th at 6:30 pm in the Cravath Lakefront Conference Room*

ADJOURNMENT at 7:41 pm