



Agenda
Library Board of Trustees Meeting
Monday, January 13, 2025 at 5:00 PM
City Hall Council Chambers, 100 E Fountain St,
Dodgeville, WI

MEETING DULY POSTED

I. AGENDA & MINUTES APPROVAL

1. Minutes from December 9, 2024 Meeting

II. PUBLIC COMMENT

III. TREASURER'S REPORT

2. Approval of the Bills

IV. REPORTS & UPDATES

3. Director's Report
4. Building Committee Update
5. Fundraising Committee Update

V. NEW BUSINESS

6. Consideration of giving the Building Committee authority to make decisions about library project.

VI. OLD BUSINESS

7. Consideration of a request from the Library Director to have authorization to enter into contracts or agreements related to the library project that are under \$10,000 without requiring further council approval, subject to legal review and consultation with DPW as needed.

VII. UPCOMING MEETINGS

VIII. ADJOURN

8. Motion to Adjourn

Any person who has a qualifying disability, as defined by the Americans with Disabilities Act, that requires the meeting or material at the meeting to be in an accessible location or format, must contact the City Clerk at the address listed above or call 930-5228, prior to the meeting so that any necessary arrangements can be made to accommodate each request.

THE DODGEVILLE PUBLIC LIBRARY BOARD OF TRUSTEES MEETING

Monday, December 9, 2024 at 4:15 PM

The Dodgeville Public Library Board of Trustees met on Monday, December 9, 2024.

Present: Jody Vanderloo, Lisa Spady, Mary Wepking, Deb Haag, Nancy Howard, Roxanne Reynolds-Lair, Library Director Carrie Portz, Carol Murphy, Assist. Library Director.

Agenda & Minutes Approval: The meeting of the Library Board of Trustees was called to order at 5:24 PM by President Judy Vanderloo, and there being no objections the meeting was declared duly posted. The Agenda for this meeting and the Minutes of the November 4, 2024 meeting were declared approved with no objections.

Public Comment: None

Treasurer’s Report: Jody Vanderloo moved to accept the bills in the total amount of \$1,412.54 plus the addition of the MHTC bill of \$156.28 and Jada’s Garden bill for \$560.00. Motion was seconded by Roxanne Reynolds-Lair. Motion carried.

Old Business: None

New Business:

1. Discussion and possible action to approve carryover of 2024 vacation hours. Portz requested that she and Carol Murphy be allowed to carry over vacation hours into 2025. Roxanne Reynolds-Lair moved that Carol Murphy be allowed to carry over 54 hours of vacation into 2025 and Carrie Portz be allowed to carry over 16 hours of vacation into 2025, to be used within the time period set under city policy. Mary Wepking seconded the motion. Motion carried, no negative vote.

2. Review of Library Closing Policy. The current Library Closing Policy, originally passed in 2023, was reviewed as of this date with no changes suggested.

3. Review of Request for Reconsideration of Library Materials form. The current Reconsideration of Library Materials Policy and Form was reviewed as of this date, with no changes suggested, as of this date.

4. Discussion and possible action on HGA A/E Services Proposal. The Board reviewed the HGA A/E Services proposal and discussed all options. The Building Committee has already reviewed the proposal and recommended accepting it. We are under a short timeline for this project, and this proposal will facilitate the process. Motion made by Nancy Howard, second by Lisa Spady, to accept the HGA A/E Services Proposal including all options, and selecting Tier 3 for the Furniture Design Option. Motion carried. This will be referred to the city as the next step.

5. Discussion and possible action on approval process for building project invoices. The city has adopted a new purchasing policy to comply with the grant requirements. Discussion about authorizing

Director Carrie Portz to approve invoices under \$10,000 without board approval, along with Public Works Director Greg Lee, as needed, to meet deadlines. Motion made by Nancy Howard, seconded by Roxanne Reynolds-Lair. Motion carried with no negative votes.

The board will consider giving the Building Committee authority for certain decision at our next meeting.

Upcoming Meetings: January 13, 2025.

Adjourn: Motion by Mary Wepking, second by Nancy Howard, to Adjourn.

Respectfully Submitted,

Nancy L. Howard