



Agenda
Library Board of Trustees Meeting
Monday, March 10, 2025 at 5:00 PM
City Hall Council Chambers, 100 E Fountain St,
Dodgeville, WI

MEETING DULY POSTED

I. AGENDA & MINUTES APPROVAL

- [1.](#) Minutes of February 10, 2025 Meeting
- [2.](#) Minutes of February 24, 2025 Special Meeting

II. PUBLIC COMMENT

III. TREASURER'S REPORT

3. Acceptance of the Bills
- [4.](#) 2025 YTD Financial Statements

IV. LIBRARIAN'S REPORT

5. Director's Report
6. Building Committee Update
7. Fundraising Committee Update

V. OLD BUSINESS

VI. NEW BUSINESS

8. Review draft agreement between City of Dodgeville and architect, HGA, for Library Building Project

VII. UPCOMING MEETINGS

VIII. ADJOURN

9. 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, February 10, 2025

The Dodgeville Public Library Board of Trustees met on Monday, February 10, 2025 in the City Hall Council Chambers.

Present: Jody Vanderloo, Lisa Spady, Mary Wepking, Nancy Howard, Roxanne Reynolds-Lair, Ryne Ponsler, 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 5:01 PM by President Jody Vanderloo, and there being no objections the meeting was declared duly posted. The Agenda for this meeting and the Minutes of the January 13, 2025 meeting were declared approved with no objections.

Public Comment: None

Treasurer's Report: Mary Wepking moved to accept the bills for payment. Roxanne Reynolds-Lair seconded the motion. Motion carried.

Director Portz reviewed the year-end financial statements. There will be carryover funds into 2025. Portz will try to generate a financial statement quarterly for the board to have a better idea of where we are with our accounts.

Nancy Howard reported that the Foundation has \$1,498,887.99 in its Edward Jones accounts as of today. Portz passed around the Marine Credit Union accounts statement. The Foundation has \$16,177.92 in those accounts.

Reports & Updates:

Portz reviewed her Director's Report with the board. Of note: Carol Murphy and Carol Gleichauf had attended a Materials Reconsideration workshop which they thought was very helpful. Our Request for Reconsideration of Library Materials was reviewed at the end of 2024. The video of the Community Conversation regarding the library project will be posted by the library. The Library is a member of the Chamber of Commerce, and Portz and Murphy will attend their dinner next week. Also, the Library will host the Chamber's "Commerce After 5" meeting March 12.

Building Committee Update: The Amendment to the budget for the grant was approved. Soil borings were taken last month and the results came today. Some blasting may need to be done. The floor plan has been decided and the committee is looking at the interior now. They are still looking to put the project out for bids by March 27.

Fundraising Committee Update: This committee will meet February 24 at 4:30 p.m. The board discussed of the Commerce After 5 get-together and what to provide for refreshments and how to pay for this, with the suggestion that this might be funded by the Foundation. Local History Day during the Town

Square will be July 19, and the Library will probably share that day. It may be possible for the library to pick up another day during the Town Square period.

Portz also reviewed the monthly statistics and said she thought things looked good. She was experimenting with different report formats and asked if board members had anything they particularly wanted to see or some things they didn't need to see. Ridgeway numbers were looking good.

Old Business: None

New Business: Review and approval of the 2024 Dodgeville Public Library Annual Report. Members went over the report. Discussion followed of whether the System provided what the Dodgeville Library needed, and Portz said that they did. Mary Wepking moved to approve the 2024 Dodgeville Public Library Annual Report. Ryne Ponsler seconded the motion. Motion carried. Vanderloo will sign the report so it can be submitted.

Ponsler asked about the impending snow event. Our Closing policy had also been reviewed in December. Portz will use that to decide whether and when to close.

Upcoming Meetings: March 10, 2025, regular Board of Trustees meeting.

Fundraising Committee meets February 24 at 4:30 p.m. All board members are welcome to attend.

Adjourn: Meeting adjourned at 6:00 p.m.

Respectfully Submitted,

Nancy L. Howard

DODGEVILLE PUBLIC LIBRARY BOARD OF TRUSTEES

SPECIAL MEETING

Monday, February 24, 2025 at 5:30 PM

The Dodgeville Public Library Board of Trustees met on Monday, February 24, 2025 at 5:30 PM

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

Absent: Ryne Ponsler, Kari McSherry

Agenda Approval: Jody Vanderloo called the meeting to order at 5:45 p.m. and there being no objections declared the meeting duly posted. No minutes were presented at this meeting.

New Business

- 1. Review and possible action to approve the Grant Agreement between the State of Wisconsin Department of Administration and the City of Dodgeville for the Flexible Facilities Program.

Motion by Nancy Howard on behalf of the Library Board of Trustees to approve the Grant Agreement between the State of Wisconsin Department of Administration and the City of Dodgeville for the Flexible Facilities Program for City Council approval with confidence in our federal government. Second by Mary Wepking. All in favor. Motion carried.

Public Comment: Nancy Howard expressed a need for the Library to share more information about library funding and county funding for libraries.

Upcoming Meetings: March 10, 2025

Adjourn Motion by Nancy Howard to adjourn. Second by Roxanne Reynolds-Lair. All in favor. Motion carried. Meeting adjourned at 6:10 PM.

Respectfully submitted by Carrie Portz

Account Number	Account Title	YTD	Budget	Variance	% Budget
150 - SPECIAL PURPOSE LIBRARY FUND					
150-55115-000-000	LIBRARY - OPERATING EXPENSE(E)	.00	.00	.00	100.00%
150-55115-110-000	LIBRARY - WAGE ACCOUNT(E)	50,988.03	351,182.00	300,193.97	14.51%
150-55115-111-000	LIBRARY - SOC & MEDICARE(E)	3,689.76	26,900.00	23,210.24	13.71%
150-55115-112-000	LIBRARY - RETIREMENT(E)	2,656.01	17,900.00	15,243.99	14.83%
150-55115-113-000	LIBRARY - HEALTH INSURANCE(E)	11,837.20	71,100.00	59,262.80	16.64%
150-55115-114-000	LIBRARY - DENTAL INSUR(E)	732.36	4,395.00	3,662.64	16.66%
150-55115-115-000	LIBRARY - VISION CARE(E)	.00	1,500.00	1,500.00	0.00%
150-55115-116-000	LIBRARY - HEALTH INS. ADMIN(E)	.00	.00	.00	100.00%
150-55115-117-000	LIBRARY - LIFE INS.(E)	90.54	650.00	559.46	13.92%
150-55115-118-000	LIBRARY - AFLAC INSUR(E)	333.28	2,000.00	1,666.72	16.66%
150-55115-200-000	LIBRARY- PROFESSIONAL SERVICES(E)	.00	.00	.00	100.00%
150-55115-300-000	LIBRARY SUPPLIES & EXPENSES(E)	.00	.00	.00	100.00%
150-55115-400-000	LIBRARY - EDUCATION(E)	.00	.00	.00	100.00%
150-55115-500-000	LIBRARY - PROGRAMMING(E)	.00	.00	.00	100.00%
150-57610-000-000	LIBRARY-TECH & EQUIP OUTLAY(E)	.00	.00	.00	100.00%
150-57615-000-000	LIBRARY - BUILDING PRJ OUTLAY(E)	.00	.00	.00	100.00%
150-55525-000-000	GRANTS - EXPENSE ACCOUNT(E)	.00	.00	.00	100.00%
150-55115-390-000	ANNEX-OTHER SUPPLIES & EXPENSE(E)	.00	.00	.00	100.00%
150-55716-000-000	LIBRARY OUTREACH EXP ACCT(E)	.00	.00	.00	100.00%
150-55115-223-000	LIBRARY- TELEPHONE(E)	170.65	1,200.00	1,029.35	14.22%
150-55115-221-000	LIBRARY- ELECTRIC(E)	1,118.14	4,500.00	3,381.86	24.84%
150-55115-222-000	LIBRARY- WATER/SEWER(E)	179.20	1,500.00	1,320.80	11.94%
150-55115-224-000	LIBRARY- COPIER COSTS(E)	625.03	4,500.00	3,874.97	13.88%
150-55115-225-000	LIBRARY- TEACH (Internet)(E)	.00	1,200.00	1,200.00	0.00%

Account Number	Account Title	YTD	Budget	Variance	% Budget
150-55115-231-000	LIBRARY- SWLS NetSW(E)	.00	16,476.00	16,476.00	0.00%
150-55115-232-000	LIBRARY- SWLS Tech Services(E)	.00	2,097.00	2,097.00	0.00%
150-55115-233-000	LIBRARY- WiLS(E)	.00	199.00	199.00	0.00%
150-55115-234-000	LIBRARY- WISCAT(E)	.00	200.00	200.00	0.00%
150-55115-311-000	LIBRARY - OFFICE SUPPLIES(E)	396.73	3,500.00	3,103.27	11.33%
150-55115-312-000	LIBRARY - ADVERTISING(E)	121.00	300.00	179.00	40.33%
150-55115-313-000	LIBRARY - POSTAGE(E)	.00	400.00	400.00	0.00%
150-55115-321-000	LIBRARY - BOOKS & MATERIALS(E)	1,415.48	31,500.00	30,084.52	4.49%
150-55115-322-000	LIBRARY - VISUAL(E)	165.19	1,500.00	1,334.81	11.01%
150-55115-323-000	LIBRARY - AUDIO(E)	543.66	3,500.00	2,956.34	15.53%
150-55115-324-000	LIBRARY - INTERACTIVE(E)	.00	800.00	800.00	0.00%
150-55115-325-000	LIBRARY - PERIODICALS(E)	1,771.45	2,000.00	228.55	88.57%
150-55115-326-000	LIBRARY - NEWSPAPERS(E)	213.80	1,500.00	1,286.20	14.25%
150-55115-327-000	LIBRARY - eMaterials (WPLC)(E)	.00	6,377.00	6,377.00	0.00%
150-55115-328-000	LIBRARY - DATABASES(E)	.00	2,000.00	2,000.00	0.00%
150-55115-331-000	LIBRARY - EQUIPMENT(E)	50.00	3,000.00	2,950.00	1.66%
150-55115-341-000	LIBRARY - CUSTODIAL SUPPLIES(E)	.00	100.00	100.00	0.00%
150-55115-351-000	LIBRARY - BUILDING MAINTENANCE(E)	.00	2,000.00	2,000.00	0.00%
150-55115-361-000	LIBRARY - TRAINING & EDUCATION(E)	.00	3,000.00	3,000.00	0.00%
150-55115-371-000	LIBRARY - PROGRAMMING(E)	.00	6,200.00	6,200.00	0.00%
150-55115-381-000	LIBRARY - OUTREACH(E)	.00	1,000.00	1,000.00	0.00%
150-55115-391-000	LIBRARY - ANNEX UTILITIES(E)	.00	3,300.00	3,300.00	0.00%
150-55115-392-000	LIBRARY - ANNEX RENT(E)	1,300.00	7,800.00	6,500.00	16.66%
150-55115-393-000	LIBRARY - ANNEX MAINTENANCE(E)	.00	200.00	200.00	0.00%
150-55115-394-000	LIBRARY - ANNEX INTERNET(E)	139.98	950.00	810.02	14.73%

Account Number	Account Title	YTD	Budget	Variance	% Budget
150-55115-395-000	LIBRARY - ANNEX SUPPLIES(E)	.00	100.00	100.00	0.00%
150-55115-510-000	LIBRARY -INSURANCE PROP & LIAB(E)	.00	3,500.00	3,500.00	0.00%
Total Expenditure:		78,537.49	592,026.00	513,488.51	
150-40000-000-000	ASSIGNED FUNDS/CARRYOVER(R)	.00	.00	.00	100.00%
150-41110-000-000	PROPERTY TAXES(R)	.00	-443,916.00	-443,916.00	0.00%
150-43525-000-000	GRANTS(R)	.00	-2,400.00	-2,400.00	0.00%
150-45110-000-000	FINE - OVERDUE(R)	-52.98	-100.00	-47.02	52.98%
150-46100-000-000	COPIES(R)	-315.44	-2,500.00	-2,184.56	12.61%
150-46715-000-000	LIBRARY - COUNTY AID(R)	.00	-128,228.00	-128,228.00	0.00%
150-46810-000-000	REIMBURSEMENTS(R)	.00	.00	.00	100.00%
150-46900-000-000	SW WI LIBRARY SYSTEM(R)	.00	.00	.00	100.00%
150-48100-000-000	TEMPORARY INVESTMENTS INTEREST(R)	-590.85	-2,000.00	-1,409.15	29.54%
150-48500-000-000	DONATIONS FROM ORGANIZ.& INDIV(R)	-127.22	-3,500.00	-3,372.78	3.63%
150-49000-000-000	TECH & EQUIP FUND(R)	.00	.00	.00	100.00%
150-46820-000-000	LIBRARY ANNEX(R)	.00	.00	.00	100.00%
150-46716-000-000	LIBRARY - CO AID-OUTREACH(R)	-128,198.71	.00	128,198.71	100.00%
Total Revenue:		-129,285.20	-582,644.00	-453,358.80	
Total 150 - SPECIAL PURPOSE LIBRARY FUND:		-50,747.71	9,382.00	60,129.71	

Account Number	Account Title	YTD	Budget	Variance	% Budget
160 - CAPITAL PROJECT FUND					
160-57610-000-000	LIBRARY BUILDING PRJ OUTLAY(E)	241,552.34	.00	-241,552.34	100.00%
Total Expenditure:		241,552.34	.00	-241,552.34	
Total 160 - CAPITAL PROJECT FUND:		241,552.34	.00	-241,552.34	
Total:		190,804.63	9,382.00	-181,422.63	