



PUBLIC LIBRARY BOARD OF TRUSTEES MEETING - FINANCE AGENDA

TUESDAY, NOVEMBER 07, 2023 AT 2:00 PM

100 S. WATER ST., WATERTOWN, WI 53094 - 2ND FLOOR CONFERENCE ROOM

1. CALL TO ORDER / ROLL CALL

Chris Koppes called the meeting to order at 2:02 pm. Koppes, Burke and Kohls were in attendance along with Library Director, Peg Checkai.

2. CITIZENS TO BE HEARD

Each individual who would like to address the Committee will be permitted up to three minutes for their comments

No citizens were in attendance.

3. NEW BUSINESS

- A. Discuss and take action: defining a timeline for reviewing the MOU between the City of Watertown and the Library Board of Trustees.

Koppes reported on a memo from the Mayor asking about the progress of the MOU.

Discussion ensued regarding the importance of the document, the fact that it was drafted by the city attorney and presented to trustees (volunteers) for their review and approval, and the difficulty, due to personal schedules, to designate time for Finance to schedule meetings between now and the end of the year.

Securing legal counsel for the library board was discussed. Peg will reach out to Bridges and DPI for suggestions and report back to Koppes.

4. UNFINISHED BUSINESS

- A. Discuss trustee's understanding of grade and step designations for library staff, and take action on preparing questions to present to City

Questions were drafted. Koppes will send the questions to the Mayor, Finance Director, and HR. Koppes will report back to the trustees at next board meeting.

- B. Discuss projection of budget shortfall in future budget cycles, and take action on preparing questions to present to City.

Planning for the future was discussed due to 2024 cuts to Fund 1. Board will spend down the current fund balance to make-up the difference. Board will need to further discuss with City, the carryover balance and determine the threshold for making cuts to staff and hours of operation.

5. ADJOURNMENT

Meeting adjourned at 3:38 pm

Minutes submitted by Peg Checkai and are uncorrected until approved by Library Board.