

WATERTOWN PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING MINUTES

September 14th, 2023

1. CALL TO ORDER / ROLL CALL

The meeting was called to order by Board President Chris Koppes at 5:30 PM.

Board Members Present: Gerike, Wetzel, Burke, Oudenhoven, Kohls, Rodriguez, Koppes, O'Neil

Board Members absent: Merfeld

Staff Present: Checkai, Hernandez, Peerenboom

2. REVIEW CORRESPONDENCE

Barb's Retirement letter was shared. In addition Cari, Julie, and Danielle received excellent customer service letters.

3. CITIZENS TO BE HEARD

Tammy Cederberg shared her concerns with the Board on the subject of transgenderism and gave background information on the multiple contacts she made to library staff before coming to the Board. One of the main concerns is the small number of books that present a competing view. Tammy suggested purchasing 49 books to help with the imbalance ratio. She was asked by the Library staff to select her top 10 books from the list of 49. Tammy also brought up that the WPL does not have forms to make a formal request to place books on the shelf.

Linda C. shared a personal experience and explained how she feels the library is facilitating transgenderism and that a lot of kids go through the confusion of gender like herself but grow out of it without the counseling or books influencing their decision. She too has a concern of the amount of books that facilitate this idea.

Louise is also another concerned citizen that would like to see a better ratio, and would like to see a more balanced amount for both sides than 72-2.

4. APPEARANCES

A. Darren Shretter:

******MOTION #1 to move to item 5A per Koppes, seconded per Wetzel. Approved per voice acclimation.**

5. NEW BUSINESS

A. Discuss with possible approval: Mission and vision statements

The Board was given visibility and status of the Library Strategic Plan with metrics. Highlighting the yellow items that show progress is being made but the goal has not been met. The Board gave Peg and staff the task to have a discussion and develop mission and vision statements.

No action taken

B. Review and take action: Library hiring panel

There was discussion about the expectation of a more diverse hiring panel. The Board asks Peg to seek clarification with Lisa S. from HR about what it means to be “diverse” and get an exact direction. In addition, to observe what other hiring panels look like. The Board also allowed Peg to ask Lisa if Gerard from the Lake Mills Library could be allowed to sit on a hiring panel if “diverse” meant having a male on the panel.

C. Review and take action: Memorandum of Understanding between the Library Board and City of Watertown.

Koppes shared what Jarred Burke shared at the finance committee where the MOU was discussed. He shared that this draft is a good idea because it provides structure between the library and the city. Questions were brought up about who decides who violates the agreement. Thoughts were shared about organizing a panel, a joint government committee, with some members to represent the Library and an equal number of members to represent the City. Another important point brought up is that we the Board should get a notice for an opportunity to fix our performance under the MOU. (An opportunity to cure with a respected time frame.)

We further evaluated the MOU and discussed the draft.

*****Motion #2 per Betsy, seconded per Kohls motions to form a new sub committee of Koppes, Kohls, and Burke to negotiate the MOU with the city, without authority to bind the Board.**

Votes to approve: Gerike, Wetzel, Burke, O'Neil, Oudenhoven, Kohls, Rodriguez

*****Motion#3 per Jarred, seconded per Koppes to add Oudenhoven to the new sub committee.**

Votes to approve: Gerike, Wetzel, Burke, O'Neil, Oudenhoven, Kohls, Rodriguez

*****Motion#4 per Koppes, seconded per Kohls to move back to 4A. Darren Shretter.**

Approved per voice acclimation.

4A. Appearances

Darren went over three punch list items. The first item is the flag pole, the project is to begin soon. They are working on a timetable for the pieces. They will be starting a demo by the end of the month or the first week of October. In addition, last week Darren went to the city to get permit forms to send to contractors. The next item is the donor wall that continues to be delayed for no good reason. Emails were exchanged. The time table for this project is the middle of October. The last item is the exterior signage, there is no timetable provided. Darren updated us about the contractor Miron and meeting with Peg last Tuesday. They went through all items and closed out everything but 3-4 items. Miron has offered, at no cost, to make a change to the children's service office to provide a new level of comfort and add a diffuser in the MakerSpace. Darren suggested at least requesting what they said they would provide, which is training in the form of video documents that show how to use the mechanical units and for the controls contractor to provide all needed information to troubleshoot on our own. The Board advises Peg to meet with the city attorney to evaluate the warranty items that are not being fixed.

No action taken.

5D. Review and take action: Upcoming Friends of the Library Events.

Going forward WPL will lead events working in partnership with Friends of the Library.

No action taken

E. Review and possible action: Fill remaining 100 Extraordinary Spots.

There was discussion about the possibility of filling the remaining spots as long as the original donors were highlighted in some way. The Board asked Peg to figure out the cost about highlighting and placing new names.

No action taken

Discuss and take action: Purchase equipment to clean inside and outside windows.

F. Kevin met with a company that specializes in equipment to clean outside and inside windows. The quote from the Schilling Supply Company is \$3,885.50.

*****Motion # 5 per Burke, seconded per Wetzel to purchase equipment from the Schilling Supply company.**

Votes to approve: Gerike, Wetzel, Burke, O'Neil, Oudenhoven, Kohls, Rodriguez

6. UNFINISHED BUSINESS

A. Review and possible action: Strategic Plan

No action taken

B. Review and possible action: Materials Selection Policy

*****Motion # 6 per Gerike, seconded per Oudenhoven to approve this new Materials Selection Policy.**

Votes to approve: Gerike, Wetzel, Burke, O'Neil, Oudenhoven, Kohls, Rodriguez

Discussion: Koppes points out freedom to read overly broad and drifts away from current policy in addition, refers the policy to city attorney to review.

*****Motion # 7 per Gerike, seconded per Oudenhoven to amend motion #6 to approve the new Material Selection Policy pending city attorney's approval.**

Votes to approve: Gerike, Wetzel, Burke, O'Neil, Oudenhoven, Kohls, Rodriguez

C. Review and take possible action: Library Board of Trustees By-Laws.

Bylaws were reviewed in 2023.

*****Motion # 8 per Gerike, seconded per Kohls to approve By-Laws.**

Votes to approve: Gerike, Wetzel, Burke, O'Neil, Oudenhoven, Kohls, Rodriguez

7. DIRECTOR'S REPORT

A. Review monthly highlights, budget figures and statistics

-Peg gave praise to Jamie for reviewing titles suggested by a library patron concerned about the imbalance of materials relating to transgenderism and competing views. Jamie researched the compiled list to what other libraries in the system owned, if they were fiction or non-fiction, cost

and availability. Nine of the suggested books were ordered and added to the collection..

- The change from Barb to Cari was a smooth transition and they welcomed Brittany.
- The Fire Department came out to the library to learn about updated sprinkler systems.
- The outdoor access points were installed
- Two donations were received from Joan Hinze (\$3,000) and David Hertel (\$500)
- Pads have been placed on the Main St. entrance door and the community room.
- Appraisal came in a little lower than expected
- Brick pillars were made using leftover bricks. Bricks are being stored for possible future use and the remaining pallet of bricks will be sold.

8. TRUSTEE'S REPORT

A. Discuss library related information in official capacity with possible suggestions for the next board meeting.

Discuss possible storage for afterhours bathroom maintenance.

9. PRESIDENT'S REPORT

A. Review contacts in official capacity

- Koppes met with the mayor about the MOU, one of the things brought up is he flagged definitions.
- The Mayor would appreciate more cooperation with the Square being used for programming.
- How the funds are viewed. Suggest to let the City Hall know before we make any monetary transfers
- To stay in full compliance with the Handbook and HR (What the Mayor is looking out of the MOU)
- Microphones and coat racks mentioned.

10. PERSONNEL AND POLICY

A. Discuss and approve: Resolution 2023 -11 Brittany Fiete

*****Motion # 9 per Koppes, seconded per Gerike to approve resolution 2023-11 Brittany Fiete.**

Votes to approve: Gerike, Wetzel, O'Neil, Oudenhoven, Kohls, Rodriguez

B. Discuss and approve: Resolution 2023 -12

*****Motion # 10 per Koppes, seconded per Wetzel to approve resolution 2023-12 Caroline Gunderson**

Votes to approve: Gerike, Wetzel, O'Neil, Oudenhoven, Kohls, Rodriguez

C. Discuss and approve: Resolution 2023 - 13

Recognition of Barbara Antonoupolos

*****Motion # 11 per Koppes, seconded per O'Neil to approve resolution 2023-13**

Recognition of Barbara Antonoupolos

Votes to approve: Gerike, Wetzel, O'Neil, Oudenhoven, Kohls, Rodriguez

11. REVIEW AND TAKE ACTION ON CONSENT AGENDA ITEMS

A. Review and take action: Library Board of Trustees Minutes – August 10, 2023

B.. Review and take action: library expenditures and finances

C. Review and take action: library expansion expenditures.

*****Motion # 12 per O'Neil, seconded per Rodriguez to consent agenda.**

Votes to approve: Gerike, Wetzel, O'Neil, Oudenhoven, Kohls, Rodriguez

12. ADJOURNMENT

*****Motion # 13 per Gerike, seconded per O'Neil to adjourn meeting at 7:49PM. Motion approved per voice acclimation.**

These meeting minutes are uncorrected and stand as such until approved at the next Board of Trustees Meeting.

Respectfully submitted, Mariela Rodriguez