



Library Board of Trustees

Library Community Room 431 West Center,
Whitewater, WI, 53190 *In Person and Virtual

Monday, July 15, 2024 - 6:30 PM

Minutes

CALL TO ORDER at 6:31 pm.

ROLL CALL

Present: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Absent: Jaime Weigel, Sallie Berndt

Staff: Diane Jaroch, Rachel Clift

Guests: Marisa Urbina

APPROVAL OF AGENDA

A committee member can choose to remove an item from the agenda or rearrange its order; however, introducing new items to the agenda is not allowed. Any proposed changes require a motion, a second, and approval from the council to be implemented. the agenda shall be approved at reach meeting even if no changes are being made at that meeting.

MSC Anderson/Diebolt-Brown to approve the Agenda.

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

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 May 20, 2024 meeting
2. Approval of Payment of Invoices for May and June of 2024
3. Acknowledgement of Receipt of May and June 2024 Statistical reports
4. Acknowledgement of Receipt of May and June 2024 Financial reports
5. Acknowledgement of Receipt of May and June 2024 Treasurer's reports

MSC Anderson/Retzke to approve the Consent Agenda.

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson,
Nays: none

HEARING OF CITIZEN COMMENTS

No formal Committee action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be discussed at this time; however, citizens are invited to speak to those specific issues at the time the Committee discusses that particular item.

OLD BUSINESS

6. Library Building Project

Discussion and possible action to approve a contractor and base bid for the library expansion and renovation project.

- a. Marisa was here to report out on bids and the expansion project. Bids were opened on July 2nd. Miron Construction Company is being recommended. This does not include alternate bids.

MSC Anderson/Retzke to approve Miron Construction Company and their base bid for \$5,156,370 for the library expansion and renovation project.

Roll Call Vote:

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

Discussion and possible action to approve ALTERNATE BID NO. 1: CEILING GRID AND ACCESSORIES

MSC Retzke/Diebolt-Brown to approve Alternate Bid No. 1 for \$16,010:

Roll Call Vote:

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

Discussion and possible action to approve ALTERNATE BID NO. 2: Air Handler Unit-2

MSC Retzke/Anderson to approve Alternate Bid No. 2 for \$7,249:

Roll Call Vote:

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

Discussion and possible action to approve ALTERNATE BID NO. 3: BASEMENT LIGHTING

MSC Retzke/Anderson to approve Alternate Bid No. 3 for \$23,700:

Roll Call Vote:

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

Discussion and possible action to approve ALTERNATE BID NO. 4: HEAT TRACE

MSC Anderson/Diebolt-Brown to approve Alternate Bid No. 4 for \$45,702.

Roll Call Vote:

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

Discussion and possible action to approve ALTERNATE BID NO. 5: TECHNOLOGY CABLING \

MSC Retzke/Anderson to reject alternate Bid No. 5 for -\$3,665.

Roll Call Vote:

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

Discussion and possible action to approve ALTERNATE BID NO. 6: ROOFING

MSC Anderson/Retzke to approve Alternate Bid No. 6 for -\$2,184.

Roll Call Vote:

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

Discussion and possible action to approve ALTERNATE BID NO. 7: DOOR TRIM

MSC Diebolt-Brown/Orlowski to approve Alternate Bid No. 7 for \$3,729.

Roll Call Vote:

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

Discussion and possible action to approve ALTERNATE BID NO. 8: INTERIOR DIMENSIONAL ALUMINUM SIGNAGE

MSC Anderson/Diebolt-Brown to approve Alternate Bid No. 8 for \$21,436.

Roll Call Vote:

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

Discussion and possible action to approve ALTERNATE BID NO. 9: LANDSCAPING STONE

MSC Anderson/Retzke to approve Alternate Bid No. 9 for \$15,288.

Roll Call Vote:

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

NEW BUSINESS

7. None

CONSIDERATIONS / DISCUSSIONS / REPORTS

8. Library Director's report

- a. Hoopla will no longer be available, but Libby will still be available.
- b. Translation tool is still in the demo phase. The city has a 6 month trial of this tool.

9. Assistant Director's report

- a. Memory Cafe discussed.

10. Youth Educational Services report

- a. Highest summer reading program numbers since 2016!
- b. Elementary school visit was very successful.

11. Programming & Makerspace report

12. Bridges Library System Staff reports

13. Board reports

FUTURE AGENDA ITEMS

CONFIRMATION OF NEXT MEETING

14. August 19, 2024 at 6:30 pm in Cravath Lakefront Room, City Hall.

ADJOURNMENT at 7:35 pm.

MSC Diebolt-Brown/Retzke to adjourn.

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson

Nays: none

Next meeting is August 19 at 6:30 p.m.

Minutes respectfully submitted by Alyssa Orlowski on July 15, 2024.



Library Board of Trustees

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

*In Person and Virtual

Monday, August 19, 2024 - 6:30 PM

MINUTES

CALL TO ORDER at 6:34 pm.

ROLL CALL

Present: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson, Jaime

Weigel, Sallie Berndt

Absent: None

Staff: Diane Jaroch, Rachel Clift

Guests: None

Move to transfer all actionable items to the September meeting agenda due to technology errors, and August agenda not being posted to the City website with 72 hours notice.

MSC Brown/Anderson to transfer all actionable items to the September meeting agenda due to technology errors.

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson, Jaime Weigel, Sallie Berndt

Nays: none

Adjournment

MSC Brown/Anderson to adjourn.

Ayes: Brienne Diebolt-Brown, Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Doug Anderson, Jaime Weigel, Sallie Berndt

Nays: none

Adjourned at 6:44 pm.

CONFIRMATION OF NEXT MEETING

Next meeting is Monday, September 16, 2024 at 6:30 pm at Cravath Lakefront Conference Room.

Minutes respectfully submitted by Alyssa Orlowski on August 19, 2024.