



Library Board of Trustees

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

In Person and Virtual

Monday, November 18, 2024 - 6:30 PM

MEETING MINUTES

CALL TO ORDER at 6:33 pm.

ROLL CALL

Present: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Sallie Berndt

Absent: Doug Anderson, Brienne Diebolt-Brown

Staff: Diane Jaroch, Rachel Clift

Guests: None

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 each meeting even if no changes are being made at that meeting.

MSC Harlan/Berndt to approve the Agenda.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Sallie Berndt

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 October 21, 2024 meeting
2. Approval of Payment of Invoices for October 2024
3. Acknowledgement of Receipt of October 2024 Statistical report
4. Acknowledgement of Receipt of October 2024 Financial report
5. Acknowledgement of Receipt of October Treasurer's reports

MSC Retzke/Berndt to approve the Consent Agenda.

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Sallie Berndt

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

a) General Update

- i) Foundation is poured. Currently, the library is back open for patrons!
- ii) Maker Space is available as well.

NEW BUSINESS

7. Discussion and possible action of funds from the house sales.

MSC Retzke/Berndt to grant the City of Whitewater permission to use house sale funds for the library building project.

Roll Call Vote:

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Sallie Berndt

Nays: none

8. Discussion and possible action on moving funds from the account held at the First Citizens State Bank to the account held at the American Deposit Management, LLC.

MSC Harlan/Motszko to move \$2000 from First Citizens Bank to ADM account.

Roll Call Vote:

Ayes: Jennifer Motszko, Alyssa Orłowski, Kathy Retzke, Camden Harlan, Sallie Berndt

Nays: none

9. Discussion and possible action for hiring a woodworker and mobile mill and setting a limit on the expense of the project.

- a. Currently have one quote, but are looking to gather some more information before making a motion. Will be further discussed during December Library Board meeting.

10. Approval of the Closed Dates for 2025.

MSC Berndt/Orlowski to approve Closed Dates for 2025.

Ayes: Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Camden Harlan, Sallie Berndt

Nays: none

11. Review and approval of the Public Records Request policy.

- a. Will return to this policy during December Library Board Meeting.

12. Discussion and input regarding the Proposed Framework for Improving Public Participation at Whitewater Common Council & Committee Meetings document as presented by the Finance Committee.

CONSIDERATIONS / DISCUSSIONS / REPORTS

13. Library Director's report

- a. Awesome updates include audiobook options and translators to support patrons.

14. Assistant Director's report

- a. Lucky Day collection will return to the library! Glad to be back in the building.

15. Youth Educational Services report

16. Programming & Makerspace report

17. Bridges Library System Staff reports

18. Trustee Training workshop reports

- a. Kathy attended a session about Book Challenges.

19. Board reports

FUTURE AGENDA ITEMS

- a. Setting limit on expense of woodworker and mobile mill project.
- b. Revisit Public Records Request Policy.
- c. Trustee Training workshop report.
- d. Library Director Evaluation.

CONFIRMATION OF NEXT MEETING on Monday, December 16, 2024 at 6:30 pm in Cravath Lakefront Room, City Hall.

ADJOURNMENT at 7:41 pm.

MSC Retzke/Harlan to adjourn.

Ayes: Jennifer Motszko, Alyssa Orlowski, Kathy Retzke, Camden Harlan, Sallie Berndt

Nays: none

Minutes respectfully submitted by Alyssa Orlowski on Monday, November 18, 2024.