

Irvin L. Young Memorial Library  
431 W Center St  
Whitewater WI 53190  
Board of Trustees Regular Meeting  
In-person/Virtual Meeting  
Monday, April 18, 2022, 6:30 pm

**MINUTES**

*Mission Statement:*

*We will have the space and the stuff to do the things that you want.*

*Our Values: Safe & welcoming; Trust; Diversity; Fun; Lifelong learning and creativity; Making connections; Service excellence*

1. Call to Order and Roll Call at 6: 31 PM

Present: Doug Anderson, Bri Diebolt-Brown, Anne Hartwick, Jaime Weigel, Jim Winship, Kathy Retkze (joined at 6:43)

Absent: Jennifer Motszko

Staff: Diane Jaroch, Sarah French, Denna Rolfsmeyer

2. Consent Agenda
  - 2.I. Approval of the minutes of the regular meeting of March 21, 2022\*  
Acknowledgment of Receipt of Financial Reports\*
  - 2.II. Acknowledgment Of Receipt Of Treasurer's Reports\*
  - 2.III. Acknowledgment of Receipt of Statistical Reports for March 2022\*
  - 2.IV. Acknowledgment of Payment of Invoices for March 2022\*

MSC Winship/Anderson to approve the Consent Agenda.

Ayes: Doug Anderson, Bri Diebolt-Brown, Anne Hartwick, Jaime Weigel, Jim Winship

Nays: none

3. Hearing of Citizen Comments

No formal Library Board 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 Library Board discusses that particular item.

4. Old Business

#### 4.I Library Building Project

1. Review and approve Agreement of Services with The Sweeney Group.
  - a. Dianne reported that the first payment could come from city fund balance or the money market account.
  - b. According to the fee schedule, the library will owe \$12,000 when we initiate the contract. Anne reported that have sufficient funds to cover this amount in the money market account. Diane will contact Kathy regarding making a payment.

MSC Anderson/Diebolt-Brown to approve the Agreement of Services with The Sweeney Group.

Ayes: Doug Anderson, Bri Diebolt-Brown, Anne Hartwick, Jaime Weigel, Jim Winship

Nays: none

2. Update from the Library Expansion and Renovation Steering Committee meeting of April 8, 2022.
  - a. The board reviewed the draft questions for Jodi Sweeney in preparation for the meeting on Wednesday, April 27th.
  - b. Diane will send the questions onto Jodi Sweeney prior to meeting with her.

#### 5. New Business

##### 5.I. Review and Re-Approval of the Collection Development Policy

- a. Bri suggested adding a link in the policy to the documents referenced on page 3.
- b. Strike the line "Copies of the last three documents are included in this policy." on page 4.

MSC Diebolt-Brown/Winship to approve the Collection Development Policy as amended.

Ayes: Doug Anderson, Bri Diebolt-Brown, Anne Hartwick, Kathy Retzke, Jaime Weigel, Jim Winship

Nays: none

#### 6. Staff & Board Reports

##### 6.I. Director's Report ~ see attached

- Diane shared that a staff member recently resigned, the position has been posted.

##### 6.II. Adult Services Report ~ see attached

- There was a great turnout of the presentation last week titled, “Where are all the aliens?” with the NASA ambassador.

#### 6.III Youth Educational Services Report ~ see attached

- Deena has held 3 storytimes and Sarah did one at 4:30 on Wednesdays at the Community Space. She’s had to adapt the format somewhat but it’s going well so far. Both have been able to make good connections.
- Anne said that we should be spreading awareness about this storytime, perhaps on the Banner.
- Deena gave an update on a recent meeting about the recent influx of migrant families in the area. A welcoming expo will be held on May 21st at the Community Engagement Center.

#### 6.III.i Programming & Makerspace Librarian Report

- Sarah gave an overview of the activities planned for Remake Learning STEAM Day on 4/23.
- She also highlighted that she’s been filming videos in advance for the Summer Storyteller series.
- Library will be a co-sponsor of the Whitewater Arts Alliance summer public art project on Main Street. This year’s theme is “Great Literary Works.”

#### 6.IV. Bridges Library System Staff Report ~ see attached

- Diane will attend a workshop on May 6th at the new Watertown library.
- Doug asked about grants available through the Bridges system and if we can apply for them. Deena and Diane shared that we can and have applied for grants in the past.

#### 6.V. Library Board Reports

- Jaime and Anne gave a brief update on the development of the land acknowledgement process. Jaime will continue to update the board on the process every other meeting.

#### 7. Board Request for Future Agenda Items

- a. We took a moment to acknowledge Anne and Jim’s last meeting as board members. We will vote on a slate of officers at next month’s meeting. Alyssa Orlowski and Sallie Bernt have been approved by Common Council to fill the two vacancies and will be at next month’s meeting.

If the board has any questions they want to put to the community through the City's Polco online survey system, they will be collected at this time.

#### 8. Confirmation of the next meeting May 16th at 6:30pm.

Meeting adjourned at 7:26.

Minutes respectfully submitted by Jaime Weigel on April 18, 2022.