

**STOUGHTON PUBLIC LIBRARY  
BOARD of TRUSTEES MEETING**

**DATE:** Wednesday, September 18, 2024

**TIME:** 6:30 P.M.



**LOCATION :** Stoughton Public Library – Carnegie Meeting Room, 304 S. Fourth St. in downtown Stoughton **\*\*PLEASE NOTE\*\*** This is a hybrid meeting with a virtual option via Zoom. Access with a computer via Zoom Meetings - <https://us02web.zoom.us/j/6269031450?omn=81412565033>. Members of the public may also attend using dial-in number (301) 715-8592, access code 626 903 1450.

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I. Call to Order by President Lora Klitzke

II. Review of Agenda & Certification of Compliance with Open Meetings Law

III. Consent Agenda \*

- A. Review/Approval of Minutes of August 21, 2024 (enclosure)
- B. Review/Approval of Fund 215, Fund 217, and Stoughton Area Community Foundation account statements for August 2024 (enclosures)
- C. Review/Approval of Fund 215 & Fund 217 Bills for September 2024 (enclosures)

IV. Friends of the Library Report – No report this month

V. Recognition Opportunities

VI. Public Comment Period

VII. Review/Discussion of Correspondence

VIII. Education Updates

IX. Board In-service: Trustee Essential #22: Freedom of Expression and Inquiry (enclosure)

X. Director's Report

- A. Statistics for August 2024 (enclosure)
- B. Administration report (enclosure)

XI. Committee Reports

- A. Finance: will meet soon to discuss 2025 budget
- B. Personnel: did not meet
- C. Planning: did not meet
- D. Policies: met 9/10/24 (enclosure)

XII. Old Business

- A. NONE

XIII. New Business

- A. Welcome to our new trustees: Katie Roberts and Mande Shecterle

- B. Approval of resolution regarding exemption from the county library tax \* (enclosure)
- C. Approval of 2025 closed dates \* (enclosure)
- D. Discussion and possible action regarding adoption of Outdoor Meeting Space Policy (enclosure) \* (*Policies Committee recommended 3-0 on 09-10-24*)
- E. Discussion and possible action regarding proposed changes to Special Gift Fund Policy (enclosure) \* (*Policies Committee recommended 3-0 on 09-10-24*)
- F. Discussion and possible action regarding proposed changes to Gift, Donation, and Bequest Policy (enclosure) \* (*Policies Committee recommended 3-0 on 09-10-24*)
- G. Discussion and possible action regarding proposed changes to Records Retention Policy (enclosure) \* (*Policies Committee recommended 3-0 on 09-10-24*)

#### XIV. Pending Agenda Items

- A. Discussion of library closure on federal holidays not currently designated as paid holidays by the City of Stoughton: Presidents' Day, Juneteenth, Indigenous Peoples' Day, and Veterans Day
- B. Reminder for standing committees to review, and possibly report on, their progress towards the 2024 Board Goals throughout the year
- C. Discussion of additional funding sources for library programming and operations

#### XV. Adjournment \*

NEXT REGULAR MEETING: October 16, 2024

*An \* indicates an action item.*

If you are disabled and in need of assistance in order to attend, please call 873-6281 prior to this meeting.

### STOUGHTON PUBLIC LIBRARY BOARD OF TRUSTEES

Ken Axe  
 Lora Klitzke, President  
 Teri LeSage  
 Jean Ligocki, City Council Representative  
 Sharon Meilahn Bartlett, Vice President  
 Erin Meinholz  
 Trista Richards  
 Katie Roberts  
 Mande Shecterle  
 Siri Vienneau, Student Representative

*Finance:* LeSage, Meilahn Bartlett, Meinholz  
*Personnel:* Axe, Klitzke, Richards, Shecterle  
*Planning:* LeSage, Ligocki, Meilahn Bartlett, Vienneau  
*Policies:* Axe, Klitzke, Meinholz, Roberts

cc: Mayor Tim Swadley, City Attorney, City Council Members, Department Heads, City Hall Receptionist, Library Staff, Stoughton Newspaper