

STOUGHTON PUBLIC LIBRARY  
BOARD OF TRUSTEES MEETING  
WEDNESDAY, SEPTEMBER 18, 2024, @ 6:30 P.M.  
HYBRID MEETING IN CARNEGIE ROOM  
& VIA ZOOM



PRESENT: Ken Axe; Lora Klitzke, President; Teri Le Sage (virtual); Sharon Meilahn Bartlett, Vice-President (virtual); Erin Meinholz; Trista Richards; Mande Shecterle, Stoughton Area School District Representative; Siri Vienneau, Student Trustee  
ABSENT: Jean Ligocki, City Council Representative; Katie Roberts  
ALSO PRESENT: Jim Ramsey, Library Director; Sarah Monette, Administrative Assistant; Amanda Bosky, Adult Services Librarian

- I. CALL TO ORDER. 6:32 P.M. by President Lora Klitzke
- II. REVIEW OF AGENDA & CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW. Klitzke moved up item XIII.A.
- III. WELCOME TO OUR NEW TRUSTEE: MANDE SHECTERLE. The Board welcomed Shecterle and everyone introduced themselves.
- IV. CONSENT AGENDA. *Motion to approve:* Meinholz. *Second:* Richards. *Vote:* 6-0.
- V. FRIENDS OF THE LIBRARY REPORT. n/a
- VI. RECOGNITION OPPORTUNITIES. n/a
- VII. PUBLIC COMMENT PERIOD. n/a
- VIII. REVIEW/DISCUSSION OF CORRESPONDENCE. Ramsey shared an email requesting donations of books.

[Axe arrived at 6:38 p.m.]

- IX. EDUCATION UPDATES. n/a
- X. BOARD IN-SERVICE: TRUSTEE ESSENTIAL #22: FREEDOM OF EXPRESSION AND INQUIRY. Ramsey presented and mentioned that National Banned Books Week is September 22 to 28.
- XI. DIRECTOR'S REPORT. In addition to his written report, Ramsey reported that he has seen the draft of the Mayor's proposed budget for 2025. The Finance Department has discovered that the Library has been over budgeted for substitutes and shelvers. It is unlikely that the Library's Adult Services position request will be filled. Construction on the Library's block of Fourth Street is scheduled to begin next week and will continue through October. The Library will be offering incentives to patrons to visit during construction.
- XII. COMMITTEE REPORTS
  - A. Finance: did not meet
  - B. Personnel: did not meet.
  - C. Planning: did not meet
  - D. Policies: Items D., E., and F. under New Business
- XIII. OLD BUSINESS. n/a
- XIV. NEW BUSINESS.

- A. Approval of resolution regarding exemption from the county library tax. *Motion to recommend that the City Council approve this resolution: Axe Second: Richards Vote: 7-0.*
- B. Approval of 2025 closed dates. *Motion to approve: Richards Second: Meinholz Vote: 7-0.* There was some discussion of the four federal holidays on which the Library is open: Presidents' Day, Juneteenth, Indigenous Peoples' Day, and Veterans Day. The Board can choose to close the Library on those days, but they cannot make them paid holidays for staff unless the City agrees. Meilahn Bartlett suggested that the Planning and Personnel Committees investigate the matter further.
- C. Discussion and possible action regarding adoption of Outdoor Meeting Space Policy. *Motion to accept the policy as presented: Meinholz Second: Axe Vote: 7-0.*

*Motion to consider items D., E., and F. as a block: Meilahn Bartlett Second: Axe Vote: 7-0.*

- D. Discussion and possible action regarding proposed changes to Special Gift Fund Policy.
- E. Discussion and possible action regarding proposed changes to Gift, Donation, and Bequest Policy.
- F. Discussion and possible action regarding proposed changes to Records Retention Policy.

*Motion to approve items D., E., and F. Richards Second: Meinholz Vote: 7-0.*

XV. PENDING AGENDA ITEMS.

- A. Discussion of library closures 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 toward the 2024 Board Goals throughout the year.
  - C. Discussion of additional funding sources for library programming and operations.
- XVI. ADJOURNMENT. *Motion to adjourn at 7:14 P.M.: Richards Second: Meilahn Bartlett Vote: 7-0.*

Minutes taken by Sarah Monette.