

T. B. Scott Free Library · Board of Trustees
Minutes of the regular meeting, March 16th, 2022

Opening

President Mike Geisler called the regular meeting of the Board of Trustees to order at 4:25 p.m. in the Library Community Room. Present: Jim Wedemeyer, Tim Meehean, Paul Gilk, and Ryan Martinovici. Excused: Richard Mamer, Audrey Huftel, Katie Breitenmoser, and Darcy Dalsky. Also present: Jessica Zellers, Laurie Ollhoff, Andrea Bennett, Nick Wszalek, and camera operator.

The Board reviewed correspondence from Ronald McDonald House Charities of Marshfield, thanking library staff for a recent donation. There was no public comment.

Consent items

T. Meehean/P. Gilk/C to approve the minutes of the regular meeting of February 16, 2022.

T. Meehean/P. Gilk/C to accept the monthly Revenue and Expense Report for February 2022.

Reports/discussion items/action items

- A. Review Capital plan.** The public parking is scheduled to be repaved this year. J. Zellers will contact the city attorney about informing the owner of the vacant church. The carpets are in good shape but could use cleaning in stages, starting perhaps this year or next year. Facilities Manager Nick Wszalek recommends window cleaning twice per year, which should be more affordable than last time, since it can likely be done without the hydraulic lift. Otherwise, there are currently no planned major expenses for the next 3-5 years.
- B. Update on Utilities.** Natural gas prices are very high. Nick is going to look at geothermal wells.
- C. Covid-19 Updates.** Masks are now optional per CDC guidelines. The library is gearing up for indoor programming, including storytime. J. Zellers is in early talks with Traci Lesneski of MSR Design to resume the Space Needs study.
- D. 2021 Local Annual Report.** The Board reviewed the 2021 Local Annual Report. J. Zellers thanked Laurie Ollhoff for preparing it.
- E. Tree preservation.** We would like to preserve the slice of elm tree, removed from library grounds in 2013, as a functional table. T. Meehean/J. Wedemeyer/C to approve the estimated \$2,350.00 from Derek Krzanowski.
- F. Policy: Borrowing Privileges: Parent and Guardian Rights and Responsibilities.** T. Meehean/P. Gilk/C to approve changes as presented.
- G. Policy: Death of a Library Board or Staff Member.** T. Meehean/P. Gilk/C to approve changes as presented.
- H. Policy: Unattended Children and Dependent Adults in the Library.** T. Meehean/P. Gilk/C to approve changes as presented.
- I. Strategic Plan Goals and Objectives #2.** J. Zellers provided updates on the strategic plan and mentioned that 100 people attended the March 14 Electoral Forum in person, while others watched the live recording or tuned in to WJMT.
- J. Wisconsin Trustee Essential #16: Ethics and Conflict of Interest Laws Applying to Trustees** J. Zellers provided copies of Trustee Essential #16.

Library director's report

- The History Harvest will be this Saturday, March 19, in person at the library or via Zoom.

- The new library catalog still has some bugs. Staff are currently testing it and will unveil it to the public soon, probably in April.
- The Friends of the Library will have an in-person book sale in May.
- While we're happy to have filled two open positions, Sarah Maerz—tech librarian and currently the fill-in bookkeeper—has announced her resignation. She has offered to continue working limited hours to maintain our finances. This is not a permanent solution but will tide us over for the immediate future.
- This speaks to the larger problem of pay inequity. Library employees are all underpaid compared to other city employees. I will be working with city administration and elected officials to address this, though Finance Director Kathy Unertl warns that budgets will be tighter next fiscal year.

President's remarks

- No remarks for this month.

Adjournment

P. Gilk/J. Wedemeyer/C moved to adjourn the meeting at 4:52 p.m. The next regular business meeting of the Board of Trustees is scheduled for April 20th, 2022, at 4:00 p.m. in the Library Community Room.

Jessica Zellers, Secretary