T. B. Scott Free Library · Board of Trustees
Minutes of the Regular Meeting March 15, 2023

Opening

President Mike Geisler called the regular meeting of the Board of Trustees to order at 4:00 p.m. in the Library Community Room. Present: Rick Blake, Darcy Dalsky, Audrey Huftel, Richard Mamer, Ryan Martinovici, Elizabeth McCrank, and Jim Wedemeyer. Excused: Katie Breitenmoser. Also present: Laurie Ollhoff, Andrea Bennett, Maria Pregler, and camera operator.

The Board reviewed correspondence received from

Consent items

R. Martinovici/E. McCrank /C to approve the minutes of the regular meeting of February 15, 2023.
A. Huftel/R. Blake/C to accept the monthly Unaudited Revenue and Expense Report for January 2023.
No action taken. The monthly Unaudited Revenue and Expense Report for December 2022 deferred to April 15, 2023, Board of Trustees meeting.

Reports/discussion items/action items

- **A. E. McCrank/A. Huftel/C** to approve Action Item: Public Use of Meeting Rooms.
  Discussion historical data related to use and fees charged. It has not been a money maker for the library. Removing user fees will generate more use of our spaces made available to the community.
- **B. E. McCrank/D. Dalsky/C** to approve Action: Reference and other Copying/Printing.
  No discussion.
- **C. R. Blake/A. Huftel/C** to approve Action Item: Endowment Fund Request – Youth Services
  Discussion related to Merrill -Go-Round services for library programming and the accessibility offered year-round.
- **D. R. Blake/D. Dalsky/C** to approve Action Item: 2022 Local Library Report
  L. Ollhoff presented the infographic version of the 2022 Local Library Report and asked for questions from Board members.
- **E. Space Needs Study Update.** L. Ollhoff provided update on the status of the ongoing study. Board members were provided MSR Designs summary of the focus groups that were held on Tuesday, February 28, with a request that they review, contact L. Ollhoff with questions, and gather their thoughts for further discussion at the April 19, 2023, Board meeting. L. Ollhoff requested that this items be place on April’s Agenda for further discussion and action, if required.
- **F. Upcoming Expiration of Board Member Terms.** Two board members have terms that will expire in June 2023. D. Dalsky will continue on the Board for another term. J. Wedemeyer has asked to step down. Various board members will reach out and provide recommendations for an appointment to fill that vacancy.
- **G. Strategic Plan Goals and Objectives #2.** L. Ollhoff provided updates on Strategic Plan Goals and Objective #2. E. McCrank noted revised presentation and stated appreciation for the new format that highlights new entries.
- **H. Wisconsin Trustee Essential #26: The Public Library System Board—the Broad Viewpoint.** L. Ollhoff provided copies of Trustee Essential #26 for review and questions.

Library Director’s Report

- Library program highlights for upcoming events were provided
- Nothing to report from Diane Peterson, Wisconsin Valley Library Service (WVLS) representative.
- Friends will hold a book sale in Spring, date yet to be determined.
- Introduced new Head of Adult Services, Maria Pregler. First day was Monday, March 13, 2023.

- Expressed the significance of the Space Needs Study and how it will positively impact the library's process for the 2024-2028 Long Range Plan that begins in June.
- Provided an update on various necessary building improvements, which include fire and security updates.

President's remarks

- Thank you to everyone in attendance.

R. Martinovici /A. Huftel/C moved to adjourn the meeting at 4:20 p.m. The next regular business meeting of the Board of Trustees is scheduled for April 19, 2023, at 4:00 p.m. in the Library Community Room.

Respectfully submitted,
Laurie Ollhoff, Secretary