

W.J. Niederkorn Library
Library Board Meeting
Minutes
Friday, February 18, 2022, 8:30 AM
W.J. Niederkorn Library Quiet Room

1. Roll call: In-person: Justin Ritter, Hannah Cassidy, and Nikki Nelson. Via Zoom: Pat Tearney and Tom Hudson. Also attending: Assistant Library Director Rosalia Slawson (facilitated the meeting with Ritter). Not present: Joanna Bannon and Library Director Tom Carson.

Meeting was called to order at 8:32am by Board President Justin Ritter

2. Correspondence: Nice thank you note from a patron thanking the library staff for all that they do and the many services we offer. Anonymous feedback from a teen from the comment box in Teen Alley: "I like that there is a space just for teens. It is very relaxing."

3. Public comment: None.

4. Approval of minutes: Hudson made a motion to accept the January 2022 minutes, Nelson seconded. Passed.

5. Approval of Schedule of Invoices (No Revenue & Expense Report yet because the City had some staff changes and did not have it available yet): Hudson made a motion to accept the January 2022 Schedule of Invoices, Nelson seconded. Passed.

6. Library Board meeting times: Tearney made a motion to move the Library Board Meeting time to the 3rd Monday of the month at 6pm beginning in March 2022. Hudson seconded. Passed.

7. Approve Display Case Policy: Tearney moved to approve the updated Display Case Policy. Nelson seconded. Passed.

8. Approve Public Library Report: This is the annual report for the state of Wisconsin. Ritter will need to sign off on the report. Hudson moved to approve the report. Nelson seconded. Passed.

9. Usage Statistics: A few gaps in adult and teen programming as we've had other staff tracking these with Katie Miles no longer in the Public Services Librarian position. Other than that, not much to report yet being only one month into the new year.

10. Director's Report:

- Carson is having a difficult time finding a van for our American Rescue Plan Act grant funding (Operation Outreach). Hudson may have a lead on an electric van through Ford. It would be better for the library long-term with less maintenance costs. Slawson said that was what Carson included in the original grant proposal (electric van), but we only received partial funding. Carson is working with the City to see if they can help compensate some of the funding.
- Our 2021 Annual Report Infographic is complete. Hopefully you saw it on our digital and physical locations. A great visual to show all the wonderful highlights in the last year.
- Teen Café is currently meeting on Tuesdays only, being facilitated by library staff member Jean.
- Miss Jamie decided to cancel our pen pal program due to complications with so many participants this time around. It will need to be restructured to operate smoother in the future.
- Our Wednesday morning storytimes with Miss Amy have had so many attendees that we added a second Wednesday morning session to accommodate this.

11. Adjournment at 8:54am with a motion by Hudson. Seconded by Nelson. Passed.

Minutes respectfully submitted by Rosalia Slawson, Assistant Library Director