



Irvin L. Young Memorial Library  
431 W Center St  
Whitewater WI 53190  
Board of Trustees Regular Meeting  
Community Room  
Monday, April 17, 2017, 6:30 pm

## MINUTES

### 1. Call to Order at 6:32pm by President Hartwick

Present: Julie Caldwell, Brienne Diebolt-Brown, Chris Grady, Anne Hartwick,  
Richard Helmick, Jim Winship

Absent: Cory Pepler

Staff: Stacey Lunsford, Diane Jaroch, Deana Rolfsmeier

Guests: Teresa Golembiewski, Kori Oberle

### 2. Consent Agenda

- a) Approval of minutes of the March 20, 2017 regular meeting\*
- b) Acknowledgment of receipt of financial reports for March 2017\* - short discussion on B, not on consent agenda
- c) Acknowledgment of receipt of financial report of special revenue fund receipts for March 2017\*
- d) Approval of payment of invoices for March 2017\*
- e) Acknowledgment of receipt of statistical reports for March 2017\*
- f) Acknowledgment of receipt of treasurer's reports for March 2017\*

MSC Helmick/Winship to approve the consent agenda without item B  
MSC Helmick/Grady approve B - (budget question: fines were \$14,000+, gift from family ... one time donation for Akin family for Commercial Bank calendar receipts)

Ayes: Caldwell, Diebolt-Brown, Grady, Hartwick, Helmick, Winship

Nays: None

### 3. Hearing of Citizen Comments

- a) No comments made

### 4. Old Business

- a) Library Building Expansion Project
  1. Planning Community Forum for Monday, May 27, 6 p.m. ~ Discussion
  2. Community Forum: Intro presentation with timeline 5-min (Stacey), 15 minutes on public/private partnership (Anne), slideshow of developments, libraries in the 21<sup>st</sup> century (needs are changing, maybe even mention of population change, board members submit ideas to Winship for how to make the case, reaching out to PTOs and parents), library

\*Items denoted with an asterisk will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.



Irvin L. Young Memorial Library  
431 W Center St  
Whitewater WI 53190  
Board of Trustees Regular Meeting  
Community Room  
Monday, April 17, 2017, 6:30 pm

board on panel, question and answer period, someone from cable station filming it, notecards provided, a copy of FAQs to be distributed as well

b) Council and Community Communications ~ Discussion

1. Library expansion is on the agenda for April 18 Common Council meeting, update on Platteville visit on April 6, Stacey will be there in case there are questions about that visit, Platteville library floor plan was made available, met with city planner, manager and library director

5. New Business

- a) Sale of old furniture and fixtures currently stored in 424 Forest Avenue house at the City Auction scheduled for June 2017 ~ Action
  1. Items unused

MSC Winship/Caldwell to approve auction of unused furniture  
Ayes: Caldwell, Diebolt-Brown, Grady, Hartwick, Helmick, Winship  
Nays: None

- b) Review and reapproval of Patron Privacy and Confidentiality policy ~ Action

1. Every library in the BRIDGES system has this policy (if they needed a new policy), nothing has radically changed

MSC Diebolt-Brown/Winship to reapprove the Patron Privacy and Confidentiality policy

Ayes: Caldwell, Diebolt-Brown, Grady, Hartwick, Helmick, Winship  
Nays: None

- c) Construction of Little Free Pantry in Library lobby ~ Action

1. Put it where the payphone used to be, a library in Australia has done this, pantry would be paid for with private monies, build shelving,

MSC Diebolt-Brown/Caldwell to approve based on the Library Director's discretion

Ayes: Caldwell, Diebolt-Brown, Grady, Hartwick, Helmick, Winship  
Nays: None

\*Items denoted with an asterisk will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.

Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.



Irvin L. Young Memorial Library  
431 W Center St  
Whitewater WI 53190  
Board of Trustees Regular Meeting  
Community Room  
Monday, April 17, 2017, 6:30 pm

6. Staff & Board Reports
  - a) Director's Report
    1. See attached
    2. P.28, still waiting on the audit
    3. New position: programming and maker space librarian
  - b) Adult Services Report
    1. See attached
    2. 9 at Maker Monday, 3 new people
    3. Murder Mystery Tea coming up May 18, author donated 3 of her books for prizes
  - c) Youth Educational Services Report
    1. See attached
    2. Deana attended UWW Early Childhood Conference (DKG paid for it)
    3. Scavenger hunt was very popular
    4. Big turnout on literacy night
  - d) Board member reports
    1. Grady received an e-mail from Troy Hoekstra with a timeline that would be helpful to him, he will be presenting that to Council tomorrow
    2. Winship - tomorrow night is the annual meeting for Whitewater Leads, partnering with Dolly Parton's Imagination Libraries
7. Board member requests for future agenda items
  - a) More ideas for future items/forums that we need in order to make the case for a new library
8. Confirmation of next meeting on May 15, 2017, 6:30 pm
9. Meeting adjourned at 7:38

Respectfully submitted,  
Brienne Diebolt-Brown

\*Items denoted with an asterisk will be approved on the Consent Agenda unless any board member requests that it be removed for individual discussion.  
Anyone requiring special arrangements is asked to call the office of the Library Director (473-0530) 72 hours prior to the meeting.