



Irvin L. Young Memorial Library
431 W Center St
Whitewater WI 53190
Board of Trustees Regular Meeting
Community Room
Monday, August 20, 2018, 6:30 pm

Mission Statement: The Irvin L. Young Memorial Library will foster a sense of community and be a center for resources, information, and creativity for all people in the Whitewater area.

1. Call to Order by President Hartwick at 6:30
Present: Julie Caldwell, Brienne Diebolt-Brown, Anne Hartwick, Richard Helmick, Cory Pepler, Patrick Singer, Jim Winship
Late: Jaime Weigel (Alternate) arrived 6:42 p.m.
Staff: Stacey Lunsford, Diane Jaroch, Deana Rolfsmeyer
Guest: Dave Carlson
2. Demonstration of the new Cricut Maker – tabled for next meeting
3. Consent Agenda
 - a) Approval of minutes of the July 16, 2018 regular meeting*
 - b) Acknowledgment of receipt of financial reports for July 2018*
 - c) Approval of payment of invoices for July 2018*
 - d) Acknowledgment of receipt of statistical report for July 2018*
 - e) Acknowledgment of receipt of treasurer's reports for July 2018*

MSC Helmick/Winship to approve the consent agenda with the exception of items C & D on pp. 13-14

Ayes: Julie Caldwell, Brienne Diebolt-Brown, Anne Hartwick, Richard Helmick, Cory Pepler, Patrick Singer, Jim Winship
Nays: None

MSC Helmick/Pepler that items C & D be approved.

Ayes: Julie Caldwell, Brienne Diebolt-Brown, Anne Hartwick, Richard Helmick, Cory Pepler, Patrick Singer, Jim Winship
Nays: None

4. Hearing of Citizen Comments
 - a) No formal Library Board action will be taken during this meeting although issues raised may become a part of a future agenda. Participants are allotted a three minute speaking period. Specific items listed on the agenda may not be

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

It is possible that members of, and possibly a quorum of members of, other governmental bodies of the municipality may be in attendance at the above-stated meeting to gather information over which they may have decision-making responsibility; no action will be taken by any governmental body at the above-stated meeting other than the governmental body specifically referred to above in this notice.

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



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discussed at this time; however citizens are invited to speak to those specific issues at the time the Library Board discusses that particular item.

5. Old Business

a) Library Building Expansion Project

1. Approval of final draft of Request for Proposal ~ Action

Discussion of draft ensued and decision to approve final draft of RFP is tabled for a decision at special meeting of library board next Monday, August 27, 6:30

b) Council and Community Communications ~ No discussion

c) Strategic Planning ~ Committee meeting August 30, 9-Noon

d) Development of Library "Elevator Pitch" ~ teen section has been updated

6. New Business

a) Review and reapproval of the Records Retention policy ~ Action

MSC Helmick/Singer to reapprove Records Retention policy

Ayes: Julie Caldwell, Brienne Diebolt-Brown, Anne Hartwick, Richard Helmick, Cory Pepler, Patrick Singer, Jaime Weigel (Alternate), Jim Winship

Nays: None

b) Draft 2019 budget ~ 3.5 percent cut in budget, DPI looks at Jefferson County numbers, there are cuts in materials budget, slashing 60 percent out of reference budget, 40 percent out of AV for adults, and eliminated 3 positions, will be put on September agenda for approval after we know more about changes in health insurance and strategic planning budget

7. Staff & Board Reports

a) Director's Report (See attached)

b) Adult Services Report (See attached)

c) Youth Educational Services Report (See attached)

d) Programming & Makerspace Librarian Report (See attached)

e) Board member reports (See attached)

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8. Board member requests for future agenda items – Board members give 3-minute reports on Trustee Training Week at September board meeting
9. Confirmation of next meeting on September 17, 2018, 6:30 pm
10. Adjournment at 7:31

Respectfully submitted,
Brienne Diebolt-Brown

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