



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

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

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

Absent: none

Staff: Stacey Lunsford, Diane Jaroch, Deana Rolfsmeyer

2. Consent Agenda

- a) Approval of minutes of the June 19, 2017 regular meeting\*
- b) Acknowledgement of receipt of city financial reports for May 2017\*
- c) Acknowledgment of receipt of financial report of special revenue fund receipts for June 2017\*
- d) Approval of payment of invoices for June 2017\*
- e) Acknowledgment of receipt of statistical reports for June 2017\*
- f) Acknowledgment of receipt of treasurer's reports for June 2017\*

MSC Helmick/Winship to approve the consent agenda in total

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

Nays: None

3. Hearing of Citizen Comments

- a) No comments made

4. Old Business

- a) Library Building Expansion Project ~ Discussion
  1. Review the work plan sent by Anders Dahlgren
  2. Lunsford outlined the steps of the needs assessment and building program statement for the new library space, including costs.
  3. No specific timeline was included, but based on last needs assessment, the Board estimates two months.
  4. Questions were asked about whether this was for addition or mixed use project.
  5. Board agreed that the projected scope and estimated hours seemed reasonable.

MSC Winship/Grady to execute a contract for \$11,355 with the Library

Planning Association for updated needs assessment and building program statement.

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

Nays: None

6. Update from Troy Hoekstra was a brief statement that the project was being pushed back to 2018.

7. Diebolt-Brown proposed opening the project up, possibly putting together and RFP



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8. Winship proposed inviting city officials Cameron Clapper, Dave Carlson, Wally McDonell, Patrick Singer, and Steve Hatton to the August board meeting.

b) Council and Community Communications ~ Discussion

1. Grady gave an update on the status of adding an alternate trustee to the Library Board
2. Discussion ensued about the number and appointment process of such alternate(s).

MSC Diebolt-Brown/Grady to request that the proposed alternate amendment to the City ordinance be changed to read "two alternates", specifying first and second alternates based on appointment date.

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

Nays: None

5. New Business

a) Wisconsin Trustee Training Week assignments ~ Discussion

1. Board members selected training sessions to attend and reports will be made starting with the September meeting.

6. Staff & Board Reports

- a) Director's Report (attached)
- b) Adult Services Report (attached)
- c) Youth Educational Services Report (attached)
- d) Board member reports

1. Winship updated board on the application to the Dolly Parton Imagination Library. Launch will be at the end of August at the library. Rep. Steve Nass may be invited.

7. Board member requests for future agenda items

- a) None made

8. Confirmation of next meeting on August 21, 2017, 6:30 pm

9. Meeting adjourned at 7:54pm

Respectfully submitted,

Cory Peppler  
Secretary/School District Representative