



## 2010 WISCONSIN LIBRARY OF THE YEAR

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**Minutes**  
**Monona Public Library Board**  
**Board Room**  
**Tuesday, February 16, 2016, 7 pm**

**I. Roll Call**

Library Board Trustees Present: Ben Redding, President; Todd Stebbins, Vice President; Doug Wood, Alderperson; Jennifer Fonner, School Board Representative; Sue Carr and Val Edwards, Community Representatives

Library Staff Present: Erick Plumb, Library Director; Sally Buffat, Business Coordinator

Trustee Absent: Brett Blomme, Community Representative

**II. Call to Order**

Presiding Officer Redding called the meeting to order at 7:00 p.m.

**III. Appearances**

None.

**IV. Approval of Minutes from January 25, 2016**

Trustee Edwards motioned, seconded by Trustee Stebbins, to approve the January 25, 2016, minutes.

Motion passed unanimously.

**V. Consent Agenda**

**A.** Approval of Bill Payments, January 14 – February 8, 2016

**B.** Approval of Financial Report, January 2016

Alder Wood motioned, seconded by Trustee Stebbins, to approve the consent agenda.

Motion passed unanimously.

**VI. Board Action Items**

**A.** Unfinished Business

[Unfinished Filtering Discussion will be on April agenda]

**B.** New Business

**i.** Approve 2015 State of Wisconsin Annual Report

Trustee Carr motioned, seconded by Trustee Edwards, to approve Monona Public Library's 2015 State of Wisconsin Annual Report.

Discussion: Library use from Monona residents in 2015 was up a bit; use from non-Monona residents was down slightly. We are refunded from Dane County based on non-resident

circulation. Plumb forecasts continued decline of non-resident use with Pinney Branch opening next year. Monona Library is shifting its emphasis from circulation to programming. Motion passed unanimously.

- ii. Approve City of Monona Task Order 16-01 Authorizing Strand Associates, Inc. to Provide Engineering Services for Library Parking Lot Reconstruction Project

Alder Wood motioned, seconded by Trustee Fonner, to approve Authorizing Strand Associates, Inc. to Provide Engineering Services for Library Parking Lot Reconstruction Project.

Discussion: Strand is ready to move ahead. Board would like to keep central sidewalk, yet note that parking lot is often remarkably full; central walkway would decrease number of stalls by about 10 spaces.

Motion passed unanimously.

## **VII. Library Director Report**

### **A. Administrative Report January through Mid-February**

### **B. Fundraising**

Director Plumb reported a \$10-million cap on 2017 capital funds and anticipates pushing parking lot project back a year. The City's Riverfront redevelopment project and PCB cleanup in Winnequah Park lagoon will take up most of the City's capital resources.

The 1000 Books Before Kindergarten open house and graduation ceremony on January 24 was a wild success with almost 200 people buzzing about the children's room. Karen and Karlyn have done an outstanding job promoting this important initiative.

The Youth Services part-time librarian position is closed; we received 10 applicants.

New computer-use software has been installed on public computers; patrons now have a 2-hour time slot vs. 1-hour. We no longer require patrons to pre-pay for printing; they pay at the desk after printing.

The Friends of Monona Public Library met in January and approved funds for new 6-foot, rectangular folding tables and money to replace aging and broken plastic electric box covers with new brass covers. The Friends also approved the creation of a Fundraising Subcommittee. Sue Carr, Sally Buffat and Jennifer Falkowski met once to outline a fundraising infrastructure and begin to discuss possible events. Plumb's "Dear Library Champion" e-Newsletter was sent to 1200 people, 300 opened it with 7 click-throughs to the Foundation link; very good statistics.

Out of order:

## **X. Announcements**

- A. Next Monona Library Board Meeting, Tuesday, March 15 at 7 pm

Plumb will create a Doodle Poll to pick another date for the March Board meeting.

**B. Staff and Board Appreciation Event, March 31 after 6 pm**

The Board appreciation event for Library Staff and Volunteers will be March 31 at 6:15. Trustee Carr will create a Signupgenious.com event for Trustees to sign up for what to bring.

Additional Announcement: President Redding announced that he is stepping down from the Library Board; April will be his last meeting. The Board acknowledged Redding's years of service and expressed appreciation for his leadership.

**VIII. Closed Session**

**A. Under Wisconsin Statutes Section 19.85(1)(c) Considering Employment, Promotion, Compensation or Performance Evaluation of Any Public Employee Over Which the Government Body has Jurisdiction or Exercises Responsibility (Performance Evaluation).**

Trustee Edwards motioned, seconded by Trustee Stebbins to go into closed session. Motion passed by roll call at 8:20 p.m.

**IX. Reconvene in Open Session Under Wisconsin Statute Section 19.85**

Alder Wood motioned, seconded by Trustee Redding, to reconvene in open session. Motion passed unanimously at 9:09 p.m.

**XI. Adjournment**

Alder Wood motioned, seconded by Trustee Edwards, to adjourn the meeting. Presiding Officer Redding adjourned the meeting at 9:10 p.m.

Minutes recorded by Sally Buffat  
Approved on March 28, 2016