

Minutes
Monona Public Library Board
Library Board Room
February 22, 2022, 7:00 p.m.

I. Roll Call

Library Board Trustees Present: Mary Anderson, President; Todd Stebbins, Vice President; Roselyn Ebel, Secretary; Erinn Monroe-Nye, Community Representative;
Library Board Trustees: Jennifer Kuhr, Alderperson
Absent: Jennifer Fonner, School Board Representative
Library Staff Present: Director Claringbole

II. Call to Order

President Anderson called the meeting to order at 7:11 p.m.

III. Approval of Minutes

Trustee Monroe-Nye motioned to approve Minutes for January 2022, with the correction that Trustee Monroe-Nye actually adjourned the meeting last month, not Alderperson Kuhr. Trustee Ebel seconded. Motion passed.

IV. Consent Agenda

- A. Review of and Approval of Bill Payments, Financial Report and Activity Report
Vice President Stebbins motioned to approve Bill Payments, Financial Report, and Activity Report for January 2022. Trustee Monroe-Nye seconded. Trustee Ebel asked about the N95s purchased; they will be distributed to patrons as well as staff. Vice President Stebbins asked about the faucet that needed to be repaired; it was the one in the children's bathroom. President Anderson asked about the Teen program numbers and the variation in attendance. Motion passed.

V. Library Directors Report

- A. Mask Mandate
Staff will also meet soon to discuss in-person programming. Director Claringbole shared the library is moving to masks recommended for patrons as of March 1 per local health guidelines and required for staff for at least a few weeks more.
- B. Outdoor Lockers
Director Claringbole is working on deciding where the lockers could go. Vice President Stebbins asked about potential installation costs and asked to see additional information about that before anything is finalized.
- C. Community Read
The Community Read will kick off at the Dream Park on May 14, 1 – 3 pm. Staff is working on finalizing speakers and music. Books will be distributed to the public.

D. HVAC Project

The City Council approved a budget amendment to cover the project to include the total amount needed to cover replacement of the remaining rooftop units and all components/controllers, including necessary duct work. Based on the expertise and help of Brad Bruun, this project is able to move forward to properly correct issues and continue serving the community. The project is expected to be done in June or July timeframe.

VI. Board Discussion Topics

A. Board of Trustees Opening

President Anderson shared an update on the position opening. The process will reconvene soon via the City and the position will be listed in mid-March on the City website. President Anderson encourages Board members to encourage those interested to apply through the City website.

B. Director's Evaluation

The Board made plans and a timeline to begin to work through the evaluation and provide feedback in April.

C. Book, Television & Movie Recommendations

The Board shared their book, television, and movie recommendations.

VII. Board Votes

A. Discussion of consideration of use of fund balance for HVAC project

Skipped this topic as it is no longer applicable.

B. Vote on Library Closure

Trustee Ebel motioned to close the library March 22 until noon for staff in-service. Alderperson Kuhr seconded. Motion passed. The former day approved had been cancelled due to Director Claringbole being out of office unexpectedly.

VIII. Announcements

A. Next Board Meeting is March 15 at 7:00 p.m. in the library.

IX. Adjournment

Trustee Monroe-Nye motioned to adjourn the meeting. Trustee Ebel seconded. Motion passed. President Anderson adjourned the meeting at 8:26 p.m.

Minutes recorded by Roselyn Ebel
Minutes Approved March 15, 2022