



# Board of Trustees

Meeting Minutes for

July 17, 2024

**1. Call to Order:** President Galván called the meeting of the McMillan Library Board of Trustees to order at 5:00p.m.

**2. Roll Call:**

**Board Members:**

Andrea Galván

Dennis Martin

Ryan Austin

William Clendenning

Evan O'Day - excused

Karen Schill

Ron Rasmussen

Scott Kellogg

Elizabeth St. Myers

Emily Kent

Susan Feith

Conni O'Keefe

**Administration:** Katherine Elchert, Library Director; Claire Parrish, Assistant Director

**Others in Attendance:** Jessica Mederson, legal counsel; Sarah Miller, patron; Kevin Fangman, patron

**3. Open Meetings Declaration:** President Galván established that this was a public meeting and appropriate public notice with Zoom access was given.

**4. Approval of Previous Minutes**

a. **June 19, 2024 Board Minutes:** Motion by W. Clendenning to approve minutes of the June 19, 2024 meeting, second by E. Kent. Motion carried unanimously.

b. **June 25, 2024 Nominating Committee Minutes:** Motion by to approve minutes of the June 25, 2024 nominating meeting, second by. Motion carried unanimously.

c. **July 2, 2024 Nominating Committee Minutes:** Motion by to approve minutes of the July 2, 2024 nominating meeting, second by. Motion carried unanimously.

d. **July 16, 2024 Nominating Committee Minutes:** Motion by to approve minutes of the July 16, 2024 nominating meeting, second by. Motion carried unanimously.

**5. Treasurer's Report**

a. **Monthly Finance Reports:** June \$58,405.01 with bill correction

b. **Payment of the Bills:** July \$39,352.35; bills discussed

**W. Clendenning motions to refer the checkbook question to the Finance Committee, S. Feith seconds. Motion carried unanimously.**

**W. Clendenning motions to approve the July bills at \$39,352.35, second by R. Rasmussen. Motion carried unanimously.**



# Board of Trustees

**R. Rasmussen motions to approve the Endowment bills at \$10,585, second by E. St. Myers. Motion carried unanimously.**

## **6. Director's Report**

**a. Library Use and Events:** Elchert walked board through growth in programming, circulation, and library visits. New staff member has completed training, Library Trustee Training coming up August 19-23rd

**b. Statistics:** Elchert reviewed June statistics

**c. Miscellaneous:** N/A

**d. Meet the Board:** N/A

## **7. Committee Reports**

**a. Services Committee:** No meeting

**b. Buildings & Grounds Committee:** RFP for project manager will be created for elevator project, J. Eichstadt will meet with Austin next week to discuss RFP; Entrance door issues were discussed, adding them into the scope of the elevator project.

**c. Finance Committee:** Legacy grant funds have been deposited; working session of the budget worksheet; walk through of 2025 budget information requests

Board directed Elchert to put together a Comp Study of similar size libraries in SCLS and value added of each management level position.

**d. Personnel Committee:** No meeting

## **8. Closed session**

*The Board may vote to go into closed session under Section 19.85(1)(e), Wis. Stats., which reads: "Deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons require a closed session"; and Section 19.85(1)(g), Wis. Stats., which reads "Conferring with legal counsel for the governmental body who is rendering oral or written advice concerning strategy to be adopted by the body with respect to litigation in which it is or is likely to become involved."*

*In closed session, the Board will discuss negotiations and strategy regarding an agreement for the solar panel array located on the McMillan Memorial Library roof. The Board will return to open session and may take action regarding the aforementioned solar panel agreement.*

**6:40pm S. Feith motions to enter closed session, second by D. Martin. Roll call, motion carried unanimously.**

**7:17pm W. Clendenning motions to return to open session, second by E. St. Myers. Motion carried unanimously.**



# Board of Trustees

## 9. Old Business

a. **2024 Facility Updates:** Discussion about library doors

**R. Rasmussen motions to add the Lester Entrance doors to the scope of the elevator project, second by W. Clendenning. Board members discussed different options for doors. Motion carried unanimously.**

b. **Inclusive Services Guide Review:** tabled

## 10. New Business

a. **Nominating Committee Presents Slate of Officers, Last Call for Nominations, Elect Officers**

Slate of candidates presented by nominating committee:

President: Elizabeth St. Myers

Vice President: Bill Clendenning

Treasurer: Susan Feith

Secretary: Andrea Galván

Nominations from the floor: E. St. Myers nominated K. Schill for Vice President, K. Schill accepts

President Galván called for nominations three times.

**R. Rasmussen motions to close nominations, second by S. Feith. Motion carried unanimously.**

**R. Rasmussen motions to pass unanimous consent of E. St. Myers as president, second by D. Martin. Motion carried unanimously.**

**R. Rasmussen motions to pass unanimous consent of S. Feith as Treasurer and A. Galván as Secretary, second by D. Martin. Motion carried unanimously.**

Vice President: Bill Clendenning

Ayes: A. Galván, S. Feith, W. Clendenning, R. Austin

Vice President: Karen Schill

Ayes: S. Kellogg, E. Kent, E. St. Myers, C. O'Keefe, K. Schill

Abstaining: R. Rasmussen, D. Martin

**W. Clendenning motions to pass a majority vote to approve K. Schill as VP, second by S. Kellogg. Motion carried unanimously.**

D. Martin thanked the outgoing board. A. Galván summarized the achievements of the board in the past three years and brought up concerns brought to her about division within the library board from anonymous members of the public.

b. **2025 Budget:** discussed earlier in Finance, Elchert will bring information to next Finance meeting

## 11. Information Requests

- Complaints from public made to Board President
- Joe Ancel from Clean Green would like a response on solar



## Board of Trustees

**12. Items for Next Agenda:**

**13. Adjournment**

**W. Clendenning motioned to adjourn, second by D. Martin. Motion carried unanimously.**

**Meeting adjourned by President Galván at 8:16pm.**

**Respectfully Submitted: Claire Parrish, Assistant Director**