

Mayville Public Library Board Meeting
January 12, 2023
Mayville Public Library

1. The meeting was called to order at 6:01 p.m. by Board President Grant Larson.

Present: Grant Larson, Library Director: Jennifer Stasinopoulos, Geri Feucht, Lisa Neumann, Sue Smith, Alderperson Joe Riese and Mike Schmidt

Excused Absent: School District Liaison Carrie Mathison

Guests: Kory Krieser (Integris), Mark Wershay via phone (Zimmerman Architectural Studios) and Elijah Riese..

Kory Krieser of Integris reviewed the new library building project schedule updates and supplements provided to board.

Schedule Update:

1. Updated construction schedule: Kory presented photos to the board of construction progress. Lower level Foundation is poured and complete. The completion target date is still about a week out.
2. Design update:
 - a. Mark presented to the board the Donor Wall concept and placement. Mark will follow up with deadline for donations to be on the wall.
 - b. Mark discussed the thickness of the Window Battens for the Multi-purpose room. It is being recommended from Zimmerman to change from 2 inches to 4 inches. Mark presented photos with various views of the sun in the windows with the shades. Feucht made a motion to accept recommendation of change from Zimmerman. Schmidt second. Motion carried.
 - c. Kory updated board on FF&E Coordination/Construction Bulletin #3.
 - d. Kory shared that the Brick & Stone Mock Ups are now on site to view.
3. Procurement Update:
 - a. Kory updated board on FF&E Order Coordination process and releases.
 - b. Equipment Plan no update.
4. Budget Update:
 - a. Kory presented revised total cost projection at \$12,398,388.
 - b. Kory reviewed with the board Findorff Change Order #2-CB#1 & #2.
5. Utility/Infrastructure Updates:
 - a. Kory reported status of Phone and Internet services. They are still in process with Monarch IT.
 - b. Kory shared status on the Overhead Utility Relocation which is about a month away.
6. Kory offered a site walkthrough for the board in the upcoming month.

Kory informed the board that students and teachers from Mayville High School took a tour of the library site as an educational learning experience. He will share photos with Jennifer.

Kory and Mark exited library board meeting.

2. Public Comment: None

3. Approval of minutes of previous meeting: After review, Schmidt made a motion to approve December 8th, 2022 Library Board minutes. Feucht seconded. Motion carried.

4. City Budget Report: Smith made a motion to table the approval of the city budget report for December 2022. Schmidt second. Motion carried.

5. Payment of Bills: Feucht made a motion to table the payment of the bills for this month. Smith second. Motion carried.

6. Library Treasurer's Report: Smith gave an updated Treasurer's Report for December. After review Schmidt made a motion to accept the December 2022 Treasurer's Report. Feucht seconded. Motion carried.

7. Library Director's Report: Jennifer included a Director's Report in the Library Board Meeting Packet. Jennifer reported the self-check has arrived and needs to be set up. The self-check was one of two provided to system libraries through the \$185,000 ARPA grant, which Jennifer helped write for the Monarch Library System at the end of 2020.

8. Library statistics for December 22: Jennifer gave update on circulation for 2022 was up by 2408 from 2021, which 65% were non-library people in dodge county circulations.

A. Meeting and Activities: Updates outlined in the Director's report.

1. Monarch Library System and Directors Council updated in Director's report. Jennifer provided the system with dates the library will be closed for 2023. The universal classes have already started. There are over 600 classes.

2. Update on Friends group activities highlighted in Directors Report. Sue and Lisa met with the Friends and discussed working on the time capsule and planning the dedication ceremony. The Friends would also like to have additional book sales.

B. Building: The library was closed on Thursday, December 23 due to inclement weather.

C. Staff/Upcoming Events:

1. Jennifer updated the board that Rhonda is retiring. Her start with the library begun in the 1980's. Shelia and Jenny are developing wonderful programs and accessing how the programming is meeting the public needs. There were 19 programs in the month of December. They are starting to work on summer reading.

After review and discussion Feucht made a motion to accept the Director's report for December 2022. Smith seconded. Motion carried.

9. Unfinished Business

A. Update on new Library project: Kory presented his project updates. (Top of minutes)

1. Library Building Project: Presented by Kory above.

2. Committee update: Board discussed community grand opening and dedication. Friends are working forming a committee. Smith and Neumann will represent the board. Schmidt made a motion to budget from the general money market account, not to exceed \$2500 for the grand opening and dedication for the new library. Riese second. Motion carried.

3. Time capsule. Smith discussed displaying time capsule in the library. Friends are working forming a committee. Smith and Neumann will represent the board.

B. Discuss with possible action: Collection Development Management Policy. It was suggested to change to Collection Management Policy. Jennifer reviewed with the board the revisions for this policy. Smith made a motion to table the approval of the collection development management policy. Schmidt second. Motion carried.

10. New Business

A. Geri Feucht was acknowledged and thanked for her years as library board secretary. Geri will remain on the library board. Feucht made a motion to nominate Lisa Neumann to become the secretary of the library board. Schmidt second. Motion carried.

B. Discussion was held on the room rentals for the new library. It was suggested to review the current policy with a suggestion of room rental rates in the Mayville community. Schmidt made a motion to table. Feucht second. Motion carried.

C. Library Mission Statement was presented by Jennifer to the board. After review by the board, Smith made a motion to adapt library mission statement. Feucht second. Motion carried. Jennifer presented the American Library Association Bill of Rights to the board for review at next board meeting. Jennifer will provide The Freedom to Read and The Freedom to View Statements for the board to review at the next meeting.

11. Adjournment: -- Discuss with possible action: Next regular Board meeting on February 9, 2023, at 6:00 pm at the library. Schmidt made a motion to adjourn at 7:37 p.m. Feucht seconded. Motion carried. Respectfully submitted by Lisa Neumann for Geri Feucht, submitted on 1/12/2023.