

Mayville Public Library Board Meeting
March 9, 2023
Mayville Public Library

1. The meeting was called to order at 6:00 p.m. by Board President Grant Larson.

Present: Director: Jennifer Stasinopoulos, Geri Feucht, President: Grant Larson, Library Vice President: Mike Schmidt, Secretary: Lisa Neumann, Treasurer: Sue Smith, School Representative: Carrie Mathison. Unexcused Absent: Alderperson Joe Riese

Guests: Kory Krieser and Tom Baade (Integrus) via phone.

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

1. Updated construction schedule: Kory updated the board of construction progress from Findorff. The construction site is nearing major milestones which will allow the next step to start working on interior framing. Progress has been moving forward despite the challenge of the weather. Projection target date is still looking for completion in September with October occupancy. An updated executive summary has been released.
2. Design update:
 - a. Kory updated that Zimmerman has been finalizing the donors for the wall and will have further information for the board at a future meeting.
 - b. Kory updated on Construction Bulletin #3 for submittal.
 - c. Kory updated on Construction Bulletin #4 FF&E.
3. Procurement Update:
 - a. Zimmerman will be releasing the furniture orders in March.
 - b. Zimmerman has the order for shelving ready and will be released to the manufacturing.
 - c. Zimmerman is still working on coordinating the AV.
 - d. Zimmerman is working on the signage.
 - e. No updates on equipment plan.
4. Budget Update:
 - a. Kory stated cost projection remains the same at \$12,398.388.
5. Utility/Infrastructure Updates:
 - a. Kory updated status of the teach line order has been placed.
 - b. Kory updated the overhead utility relocation anticipated to commencing in 2 weeks with temporary power.
6. Kory shared the target for the walking tour to be scheduled in April at next board meeting. The board would like the library staff to attend the tour.

2. Public Comment: None

3. Approval of minutes of previous meeting: After review, Smith made a motion to approve February 9, 2023 Library Board minutes. Feucht seconded. Motion carried.

4. City Budget Report: Schmidt made the motion to table the approval of the City Budget Report to next month's meeting. Mathison second. Motion carried.

5. Payment of Bills: Smith made the motion to table the approval of payment of the bills. Schmidt second. Motion carried.

6. Library Treasurer's Report: Smith gave an updated Treasurer's Report for February. Schmidt made a motion to table the approval of the Treasurer's report. Mathison seconded. Motion carried.

7. Library Director's Report: Jennifer included a Director's Report in the Library Board Meeting Packet. Jennifer reported on programs

8. Library statistics for February 23: Jennifer reported on 21 programs for the month of February. There has been an increase on Creative Bug views from the library program that was in January. Jennifer also attended Library Legislative Day and was able to visit with Representative Born and Senator Jagler to share what libraries are doing.

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

1. Monarch Library System and Directors Council updated in Director's report. The MLS has been focusing on IT projects with firewalls and updating the Polaris system. The Council voted to pass the recommendation that Holds System Routing List would automatically be updated each March.

2. Update on Friends group activities highlighted in Directors Report. The Friends Group had their Friendtastic Friends Event at the end of February. It was a successful event.

B. Building: No building updates.

C. Staff/Upcoming Events: Jennifer has offered the position of Circulation Manager/ Cataloguer to a candidate, and he has accepted. She had 6 phone interviews and four person interviews. His start date would be April 3rd tentatively.

After review and discussion Schmidt made a motion to accept the Director's report for February 2023. Feucht seconded. Motion carried.

9. Unfinished Business

A. Update on new Library project:

1. Library Building Project: Kory presented his project updates (top of minutes).

2. Time Capsule: Lisa informed board that the committee had their first meeting and are sending out letters and posting on social media for suggestions. The suggestion box is filling up.

10. New Business

A. Discussion of new logo for the Ted & Grace Bachhuber Memorial Library. Carrie will contact the high school art department to discuss if they would be interested.

B. Discussion on action for the sale and/or disposal of old library furnishings and unneeded supplies after the move to the new library.

11. Adjournment: Next regular Board meeting will be on April 13, 2023, at 6:00 pm at the library. Schmidt made a motion to adjourn at 7:15 p.m. Mathison seconded. Motion carried. Respectfully submitted by Lisa Neumann, submitted on 3/9/2023.