

CITY OF BEAVER DAM COMMUNITY LIBRARY BOARD MEETING MINUTES

Friday, May 13, 2022, at 8:00am

Location: Library Board Room with Zoom Attendance Option

Call to Order, Roll Call & Introduction of Guests:

Meeting called to order at 8:01am by Library Board President Samantha Stam. Stam welcomed those attending in-person and by Zoom to the meeting.

Members Present: Samantha Stam, President; Mary Vogl-Rauscher; Rob Meyer; Liberty Bell; and Kevin Luebke in person. Frank Ferree; Mike Devitt; Tina Pawicz; Eric Schumacher-Rasmussen attended via Zoom.

Also Present for all or part of the meeting: Sarah Cournoyer, Library Administrator; Anita Streich, Community & Information Services Librarian; and Cal Hemling, Wells Fargo Advisor in person. John Neumann, City of Beaver Dam Facility Supervisor attended via Zoom.

Appearances & Correspondence

Cal Hemling, Wells Fargo Advisor, introduced himself, stating that he had 41 years of experience as a financial advisor and has worked with the Library Board since 2011. He informed the board that the market remains volatile and was down this week. He requested the Board keep him apprised of facility planning and when deposits to the Endowment Fund checking account may be needed.

Library Board members introduced themselves with reference to their professional experience, background, and connection to library and community. Cournoyer gave an introduction, too, for the benefit of new members.

Facility Planning

Vogl-Rauscher gave a summary of the endowment fund and explanation of restricted funds. She also summarized the facility planning to date, stating that the priorities are the structural integrity of the building and remaining open through the three phases of construction. Vogl-Rauscher explained that she is negotiating for a lower design fee from Excel Engineering, requested Board members to consider potential donors, and confirmed that naming rights are within the Board's purview per the City Attorney, Larry Konopacki.

Meyer commented the start of the process included a study by Harper Mruk, Executive Director of Dodge County United Way, conducted at no charge and including three focus groups: the Library Board, the former Library Administrator and Librarians, and members of the community. Cournoyer will send out the priority list table that Mruk provided for reference following the meeting.

Stam told new members that the roof replacement is already funded through the City's Capital Improvement Plan (CIP) and those funds were rolled over and still available as there were no bids for the project previously. The Board was informed by Excel Engineering that the library's windows were at end of life; replacement must be brought before the Common Council as a CIP item for funding approval.

Consent Agenda

On motion by Meyer, seconded by Bell, the Board approved accepting the Consent Agenda package which included **Action Items:** Approval of Minutes of the April 15, 2022 meeting; Invoices Paid List and **Informational Items:** March 2022 Expenditure to Budget Report, April 2022 Monthly Report; Library Administrator's Report; Summary of Endowment Fund Report for March 2022 and April 2022; Draft Minutes of April 13, 2022 Facility Planning Committee Meeting.

Library Board

Stam nominated a slate of officers: Stam for Board President, Bell for Vice President, and Vogl-Rauscher as Financial Secretary. Nomination was seconded by Devitt and a unanimous roll call vote elected the slate of officers as nominated.

Meyer suggested that the Financial Report by Vogl-Rauscher come at the beginning of the agenda with Hemling's report an extension of that one and the suggestion was agreed upon by consensus.

Items for future Agendas include policy review, trustee education, and fundraising/capital campaign discussion.

Announcements – none.

Next Regular Meeting Date is Friday, June 17, 2022, at 8am.

Adjournment

On motion by Luebke, seconded by Bell, the Library Board adjourned at 8:47am.

Recorded by,

Sarah Cournoyer
Library Administrator