

CITY OF BEAVER DAM COMMUNITY LIBRARY BOARD MEETING MINUTES

Friday, March 17, 2023, at 8:00am

Location: Library Board Room with Zoom Attendance Option

Call to Order

Meeting called to order at 8:01 am by Library Board President Samantha Stam.

Members Present: Samantha Stam, President; Mary Vogl-Rauscher; Kevin Luebke; Mike Devitt; Tina Pawicz; Frank Ferree; Liberty Bell

Members Excused: Rob Meyer; Eric Schumacher-Rasmussen

Also Present for all or part of the meeting: Sarah Cournoyer, Library Administrator; Anita Streich, Information & Community Services Librarian; Cal Hemling, Wells Fargo Advisor

Appearances & Communications

Cal Hemling, Wells Fargo Advisor, informed the Board that YTD the endowment portfolio is up 3% and as of Wednesday, March 15, 2023, the value was up \$8K to \$1.5 million. Current mix is still at 69.5/30.5% equities to bonds. Hemling left at 8:11am following his report.

Library Financials

Vogl-Rauscher referred members to the Financial Secretary Report spreadsheet included in the meeting packet stating that the Library's portfolio is performing well under Hemling's management.

Cournoyer reported that the draft of the Fund Account Management Agreement drawn up by the City Attorney was included in the packet and was emailed to Beaver Dam Area Community Foundation (BDACF) President Tom Heffron for review by the Foundation. Cournoyer noted that the draft agreement included language that was in compliance with Wis. Stat. s. 43.58(7)(b)3 and Library Board control of funds.

Library Facility Planning

Cournoyer stated that while the Library was not eligible for several grants from various foundations listed on the facility renovation funding spreadsheet provided in the meeting packet either because they do not fund capital campaigns or require an organization to be a 501(c)3, she had located several grants that the Library is eligible for as a local government entity. Cournoyer informed the Board that she had consulted Shannon Schultz, the Public Library Administration Consultant, at the DPI; Schultz gave her several other leads including the name of the Grants Librarian at UW Madison. Cournoyer has been attempting to make contact. She will continue to contact libraries engaged in building projects for information on their sources of funding, as well as researching other grant and funding opportunities.

Vogl-Rauscher asked if using the BDACF, a 501(c)3 organization, to apply for grants only 501(c)3s are eligible for is a possibility. Cournoyer said that she would make inquiries and report back but thought that the BDACF must apply for and administer the grant if that were to be the case.

Consent Agenda

On motion by Devitt, seconded by Bell, the Board approved accepting the Consent Agenda package.

Library Board

Cournoyer reviewed the responses to the survey on strategic priorities in the three areas of focus: Literacy, Workforce and Skills Development, and Lifelong and Experiential Learning. She shared that she is also having the librarians complete the survey. Cournoyer will compile the results into a brief that will be used to guide operational priorities and the management of programs, services, and the library's fiscal and staff resources. That brief will be shared at a future Board meeting.

Cournoyer informed the Board of upcoming term completions. She was pleased to announce that Mayor Glewen is reappointing Frank Ferree as the Aldermanic Liaison for another one year term, which is advantageous in light of his active participation in the facility committee and continuing the momentum of the building project. Devitt was amenable to serving another term; Pawicz second term on the Board expires May 1, 2023, and she will not be serving another term. Stam and the Library Board members thanked her for her service to the Library. Cournoyer thanked her for her thoughtful input on policies, access, and the facility project.

Cournoyer asked the Board members to share any suggestions for possible Board members with her, so that she could provide the Mayor with some potential candidates for the position that will be open.

Building and Equipment

Cournoyer summarized the information and recommendations she received from the directors of libraries in northern climates with outdoor smart locker installations. Following brief discussion on motion by Devitt, seconded by Bell the Board approved inviting Camilo Asturias of Luxer One to present to the Board at the April 14, 2023 meeting. Cournoyer will coordinate the presentation.

Items for future Agendas – Smart Locker presentation.

Announcements – none.

Next Regular Meeting Date is Friday, April 14, 2023 at 8am.

Adjournment

On motion by Devitt, seconded by Pawicz, the Library Board adjourned at 9:03 am.

Recorded by,
Sarah Cournoyer

Library Administrator