

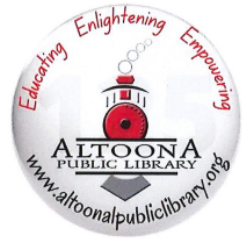
Altoona Public Library Board Meeting Minutes

Wednesday, June `9, 2024 • 9:00 am

City Council Chambers • 1303 Lynn Avenue, Altoona, WI 54720

Term Board of Trustee Members: Laurie Boettcher (Secretary), Mike Hilger, Liz Kaetterhenry, Hannah Korth, Stella Pagonis, Sue Rowe (President), and Liz Snyder.

Library Director: Pending Olivia Morris' start date



1. CALL MEETING TO ORDER

- Meeting was called to order by Sue Rowe at 9:05 am.

2. ROLL CALL

- Members present: Laurie Boettcher (Secretary), Mike Hilger, Liz Kaetterhenry, Hannah Korth, Stella Pagonis, and Sue Rowe (President).
Members absent: Liz Snyder
- Guest: Roy Atkinson, Assistant City Administrator

3. APPROVAL OF MINUTES

- A. May 1 Special
- B. May 7 Special
- C. May 15 Regular
- D. May 20 Special
- E. May 23 Special
 - Motion made to approve above five sets of minutes by Hannah. Seconded by Liz K.
 - All present voted to approve minutes. Motion carried.

4. PUBLIC COMMENTS/CONCERNS

- Chair not aware of any concerns.
- We will be hosting a public input session tomorrow (Thursday, June 20) evening.

5. LIBRARY BOARD PRESIDENT'S REPORT

- Rotation of one board member per month attendance at staff meetings as they appreciate our presence
- Director Update; Olivia full time starting July 15 to accomodate relocation; working part-time and involved in various projects and onboarding until then; all impressed with her embracing of training and communication
- Peach Fest is this coming Saturday; staff and volunteers will have a tent in the parking lot
- Mike is eager to reactivate the Friends and invite new members

6. APPROVAL OF MAY 2024 FINANCIAL REPORTS AND EXPENDITURES

- Motion made to approve May 2024 check register by Stella. Seconded by Mike.

- All present voted to approve minutes. Motion carried.

7. LIBRARIAN'S REPORT

- Martha provided circulation reports
- Total circulation significantly ahead of where we were in previous years; consistently increasing
- Honored the work Arin did to achieve these significant increases and the grants he secured

8. UPDATE ON FLEXIBLE FACILITIES GRANT PROCESS - ASST ADMIN ATKINSON

- The city had a space needs analysis done in 2021
- April 26, 2024, the Department of Administration published a grant announcement for a Capital Funds Project Flexible Facilities Program; these are COVID funds
- The Flexible Facility **must** focus on libraries offering broadband, healthcare, and workforce accessibility
- We are applying for \$4.25 million in grant funding, which is due July 11, 2024
- Working with Lien and Peterson architects and West Central Regional Planning - they are hosting a community engagement meeting Thursday, June 20 to gather input from the community about what they would like to see in the library expansion
- Available board members and IFLS members will be in attendance
- Community input that will help us best meet the requirements of the grant will be incorporated
- Research has been done on innovative practices at other libraries and those will be included in the unveiling tomorrow
- Roy sending the original space needs blueprint to the board for review; the new proposed blueprint adhering to the grant will be unveiled at the meeting tomorrow
- Liz K shared her experience and details of the planning meeting she attended earlier this month
- Mike Golat feels we have a strong team together to complete the grant submission

9. UPDATE ON LIBRARY AGREEMENT - STELLA

- Stella reached out to the ECPL attorney for information
- Waiting for the finance people in Altoona and Eau Claire to meet
- Stella gathering information, meetings with Tina and EC Corporation Council

10. ELECTION OF OFFICERS

- Nominate Sue Rowe for President by Stella, seconded by Liz K. Sue accepted the nomination and the board cast a unanimous ballot.
- Nominate Liz Snyder for Vice President by Liz K, seconded by Sue. Board cast a unanimous ballot.
- Nominate Laurie for Secretary by Liz K, seconded by Mike. Laurie accepted the nomination and the board cast a unanimous ballot.

11. ONBOARDING/ORIENTATION FOR DIRECTOR.

- IFLS provided a list of meetings with each of its staff
- Meeting with Mike and Betsey tomorrow
- Plan outlined to provide the best onboarding experience possible

12. ITEMS TO BE ADDED TO THE NEXT AGENDA

- Add Friends as a standing agenda item to all future agendas
- Duties of Treasurer position

13. SCHEDULE DATE, TIME, AND LOCATION FOR NEXT MEETING

- Wednesday, July 17 at 9:00 am
- Stella will be absent

14. ADJOURNMENT

Having reached the end of the agenda, the meeting was adjourned at 10:20 am.

Minutes respectfully transcribed and submitted by Laurie Boettcher.