



Altoona Public Library Board

Meeting Minutes

Wednesday, October 16, 2024 | 9:00 am

Altoona City Hall | Council Chambers

1303 Lynn Avenue, Altoona, WI

● Welcome

- Call meeting to order
 - Meeting was called to order by Sue Rowe at 9:02 am
- Roll call of council members
 - Members present: Laurie Boettcher (Secretary), Mike Hilger, Liz Kaetterhenry, Sue Rowe (President), and Liz Snyder (Vice President).
 - Members absent: Hannah Korth and Stella Pagonis
 - Library director: Olivia Moris
- Introductions of attendees

● Public Comments - Olivia

- All public comments and concerns are welcome
 - Patron comment about wheelchair button visibility; making it more visible.
- Please submit comments to Library staff and/or Library director
 - In person: Altoona Public Library, 1303 Lynn Ave., Altoona, WI
 - Via phone: 715-839-5029 | Via email: olivia@altoonapubliclibrary.org

● Action Items

- Approval of [September 18 minutes](#)
- Approval of minutes from special meetings
 - [September 19](#)
 - [October 7](#)
 - Olivia will ammend minutes to acknowledge agenda item of possible closed session.
 - Motion to approve all three by Liz S. Seconded by Liz K. All present voted to approve. Motion carried.
 - Discussion on remaining budget line balances and plans for them
- Approval of September financial statement
 - Discussion on periodical spending
 - Discussion on CDs, money markets, and savings funds - Olivia to work with Tina to explore interest rates
 - Motion to approve by Laurie. Seconded by Mike. All present voted to approve. Motion carried.

● Old Business

- [Library Board Bylaws Committee update](#)

- Reviewed the first draft Laurie assembled and discussed modifications
 - Olivia to further research a statute, open meeting laws, and appointment verbiage
 - Laurie will provide Olivia with an editable link to the bylaw draft
- [Staff Meeting calendar](#)
- [Budget update](#)
 - Reviewed 2025 budget submission, which is \$6,000 less this year than last
 - We did not receive the grant
- [David Reidinger](#)
 - David contacted Olivia to request his permanent ban be lifted; Olivia stated she would discuss the situation with the board
 - Board discussion about his ban from our library for watching pornography on public library computers
 - The board's position is that the permanent ban stands. David states he has a first amendment right to view pornography, but the Board will not allow it on public library computers.
- **Reports**
 - Library Board President's Report - Sue
 - Library Director's Report - Olivia
 - Social media presence and activity
 - Bruce Frank is stepping back from the regular schedule, but will be a floater as needed; need to hire
 - Conference attendance
 - Library use statistics were reviewed
 - Encountering space issues because of programming and sharing the community room with the city; programs are now allowed to use the council chambers when available
 - Friends of the Library Report - Mike
 - Next week is Friends of the Library Week
 - Will have a table encouraging people to join, donate, or volunteer for the upcoming book sale
 - Olivia is creating a new friends list and refining the existing list
- **New Business**
 - [Circulation policy](#)
 - Olivia sent to board members and provided a summary of changes, which the board discussed
 - Olivia will provide a draft next month with the Board's approved changes
 - [Holiday Closings](#)
 - Proposed closing Martin Luther King Day, Juneteenth, and Indigenous People's Day to support diversity and inclusion; part-time staff would not get paid; not in alignment with City of Altoona holidays
 - Proposed remove closing holiday Saturdays, Good Friday, Veteran's Day, President's Day, and New Year's Eve (whole day instead of half)
 - For the 2025 calendar year, the board agreed to close Martin Luther Kind Day, open Good Friday, close Juneteenth, close Indigenous People's Day (use as staff in-service), and open the

full day New Year's Eve. This reflects alignment with the number of holidays provided to ALL city employees to be fair.

- Items to add to next agenda - should be emailed to Olivia
 - Bylaws second draft
 - Circulation policy
 - Naming policy
- Schedule next meeting date and time
 - Wednesday, November 20 at 9:00 am
- January/February | Prelim discussion of Strategic Plan
- April | Board terms consideration
- May | Election of Officers

- **Adjournment**

- Having reached the end of the agenda, the meeting was adjourned at 10:44 am.

Minutes respectfully transcribed and submitted by Laurie Boettcher.

Requests for accommodations to participate in this meeting should contact the Library Director by phone: 715-839-5029 or by email: olivia@altoonapubliclibrary.org with as much advance notice as possible.

**Altoona Public Library | 1303 Lynn Avenue | Altoona, WI 54720
www.altoonapubliclibrary.org**