

LIBRARY BOARD MEETING MINUTES
 Tuesday October 22, 2024, 6:30pm
 Approved at November 19, 2024 Mtg
 Location: Library



Board of Trustees	Attended
<i>Name, Position Title, Year Board Term Expires</i>	
1. Sarah Leinweber, President, 2017-2026	In-person
2. Erin Jelenchick, Vice President, 2020-2027	Zoom
3. Sam Dettmann, Village Board Representative, 2024-2025	Zoom
4. Nathan Christenson, School District Representative, 2021-2024	In-person
5. Ellie Gettinger, Member, 2019-2025	Absent
6. Claire Flannery, Member, 2020-2026	Zoom
7. Nikki DeGuire, Member, 2024-2027	In-person
Staff	
Nyama Reed, Library Director	In-person
Theresa Hoge, Head of Circulation Services	In-person

Public: several high school students for class assignment

CALL TO ORDER 6:32pm				
1. Statement of Public Notice				
2. Public Comment – limit to five minutes; the Board cannot discuss or act on any issue that is not duly noticed on the agenda.				
Item	Action Desired	1st	2nd	Pass
3. Consent Agenda - Upon request of any Trustee, any item may be removed from the Consent Agenda for separate consideration under General Business. a. Minutes of September 24, 2024 meeting b. Finance Report Through September 30, 2024 c. Department Reports d. Monthly Statistics	Motion	DeGuire	Christenson	Unanimous
Motion to approve agenda as presented				
4. Presentation on Circulation Services and Technology Plan by Theresa Hoge	Discuss			n/a
Ms. Hoge presented on the 2025-2027 Technology Plan. WFBPL aims to replace computers every 3-5 years. In 2025, the focus will be on replacing office printers and other peripherals, many of which are over 10 years old. Ms. Hoge also presented on the Circulation Services (CS) staffing and workflows. Staffing has been stable, with the usual level of turnover for shelvers. Most staff in that position are high schools students, who resign when they leave for college.				
5. 2025 Exceptions to Library Hours	Motion	DeGuire	Christenson	Unanimous
Motion to approve 2025 Exception to Library Hours: 1. The 11 paid holidays as listed in the Village of WFB Employee Handbook 2. Designate MLK Day as a Floating Holiday 3. Close Easter Sunday 4. Close at 5:30 pm on Independence Day Eve and Thanksgiving Eve 5. Close all day 10/13 for staff development				
6. 2025 Board Meeting Dates	Motion	Christenson	DeGuire	Unanimous
Motion to approve 2025 meeting dates as listed in the Alternate Schedule. Tuesday, January 28, 2025 Tuesday, February 25, 2025 Tuesday, April 1, 2025 Tuesday, April 29, 2025 Tuesday, May 20, 2025 Tuesday, June 24, 2025				

Tuesday, July 22, 2025				
Tuesday, August 19, 2025				
Tuesday, September 30, 2025				
Tuesday, October 28, 2025				
Tuesday, November 18, 2025				
Tuesday, December 16, 2025				
7. Approval of MCFLS Agreements	Motion	DeGuire	Christenson	Unanimous
Motion to approve the 2025-2028 MCFLS Agreements				
8. Patron Code of Conduct Policy Review	Discuss			n/a
Director Reed led a brief discussion about the current Library Rules of Conduct Policy and the need to update it to reflect current standards. Next steps will be to compare WFBPL's policy with other libraries' policies and to talk with the Leadership Team to gather their input on what are the main issues that need to be addressed in an updated policy.				
9. Director's Report	Discuss			n/a
Director Reed presented her monthly report per the packet memo.				
ADJOURNMENT 7:28pm	Motion	Christenson	DeGuire	