

W.J. Niederkorn Library
Library Board Meeting
Minutes
Friday, July 16, 2021, 8:30 AM
W.J. Niederkorn Library Community Room

1. Welcome new Library Board Members: Hannah Cassidy and Nikki Nelson

2. Roll call: Justin Ritter, Pat Tearney, Karen Vollmar, Tom Hudson, Hannah Cassidy, and Nikki Nelson. Also attending: Library Director Tom Carson, Assistant Library Director Rosalia Slawson, City Administrator Tony Brown, Alderperson Dan Benning (Ward 4), and President of the Friends of the Library Kathleen Schilz.

Meeting was called to order at 8:32am by Board President Justin Ritter.

3. Correspondence – none.

4. No public comment.

5. Approval of minutes: Hudson made a motion to accept the May 2021 minutes, Tearney seconded. Passed.

6. Approval of schedule of invoices: Ritter asked what the EBSCO database charge was; answer: LibraryAware marketing tool. Tearney made a motion to accept the schedule of invoices for May and June 2021. Hudson seconded. Passed.

7. Approval of revenue and expense report: Spending less on AC this year (no repairs); health expenses are higher because of three payrolls in month of May. Tearney made a motion to accept the revenue and expense reports for May and June 2021. Hudson seconded. Passed.

8. Discussion of the W.J. Niederkorn Building Report – PRA firm.

- a) HVAC system needs \$6,000 in repairs – use money from last year’s savings.
- b) Ritter posted on Facebook Port Washington Voice group sharing the Milwaukee Journal Sentinel Online article, “Faced with decisions about the future of Port Washington’s 60-year-old library, city officials seek public input,” which discusses the possibilities for the future of our library and current building needs. People have been commenting on it. We have to do our due diligence and look at all our options; we’re just starting the process.
- c) Strategic planning starting next year; look at the data. Different priorities in the City (i.e. water)
- d) Reinvest, Reimagine, Rediscover is our tagline.
- e) Hudson commented on the ludicrous amount of money spent on heating and cooling over the years.
- f) Brown stated the City needs to create a plan because there are many spending needs: 15 million for water treatment, 7 million for waste/water, and 3-3.5 million for the library. Second fire station? Discussed for 25 years now.
- g) Carson recommends visiting the Brown Deer Library for an example of a modern library. Schilz is from Brown Deer and was part of the planning process there. She says it took seven years for them to build; the old library was bleeding money.
- h) Ritter says whatever we decide on, we’ll have to live with for the next 50 years.

- i) Schilz says there will always be City competition for funds, so the library should always be part of the strategic planning.

9. Budget Planning 2022: Health insurance – we'll know in mid-Sept what 2022 increase will be (Brown). We need more money for materials (will be asking the City); we are limited by Chapter 43 for what we can do/charge for (Carson).

10. Review Monarch 2022 Charges: slight increase this year

11. Capital Improvements (Carson): PCs (but we have carry-over funds from last year that we can spend some money on to hit up some of these items); City audit is done now; WiLS strategic planning; Senate bill for library money – we won't qualify because poverty rate is low here; projector and sound system for Community Room and used Smart Board. Anything missing for Capital Improvements? Vollmar asked about UV lights for air system. Carson said cloth furniture and carpeting are supposed to be decreased to help reduce the amount of germs (architectural suggestion)

12. Usage Statistics – numbers are looking good, almost pre-COVID numbers

13. Director's Report – Beth Plautz Storyteller is leaving; Katie Miles Public Services Librarian is expecting a baby and will be out on leave Jan/Feb 2021 timeframe; Beaver Dam is joining Monarch Catalog in Sept 2021

14. Library Board update – School District member needed; Carson will check with the new Superintendent. Board needs a Vice President and Secretary. Let Ritter know if interested. He may, however, need to miss the August meeting.

15. Schilz commented that the Friends of the W.J. Niederkorn Library are doing a membership drive currently and have been at some of the farmer's markets. Hosting the Beer Garden on Sept 18. Friends gave \$3,000 to the Summer Reading Program.

17. Adjournment was at 9:29am with a motion by Tearney, seconded by Vollmar. Passed.

Minutes respectfully submitted by Rosalia Slawson, Assistant Library Director