

The Platteville Public Library Board of Trustees Board Meeting
Wednesday, December 6, 2023, at 5:30 p.m.
Community Room, Platteville Public Library, 225 W. Main St.

In attendance: Kelly Podach Francis, Nathan Robinson, Vicky Suhr, Kelly Sponsler, Lynne Parrott

Excused: Page Leahy and Emily Zachary

MINUTES

- I. **CALL TO ORDER** Meeting was called to order at 5:35 by President Kelly Podach Francis
- II. **CONSIDERATION OF CONSENT AGENDA** -- Motion to approve by Kelly Sponsler, seconded by Lynne. Motion carried
 - A. Meeting duly posted
 - B. Acceptance of Agenda
 - C. Approval of [Minutes from the November 7, 2023 Meeting](#)
- III. **CITIZENS' COMMENTS, OBSERVATIONS, and PETITIONS**- none
- IV. **REPORTS**
 - A. [Municipal Financial report](#)
 - B. [Library Board Financial report](#)
 - C. [Director's report](#)
 - D. City Council report
 - E. Foundation report
 - F. SWLS report
- V. **ACTION**
 - A. [Approval of the November bills](#)- The Board discussed the value of shopping locally when possible, Trustee Nathan would like to see the Library not use Amazon. The Board will review purchasing policies and procedures at a future meeting. Motion to approve by Nathan, seconded by Lynne. Motion carried.
 - B. [2024 Budget](#)- Director Lee-Jones presented the final 2024 budget. Motion to approve by Nathan, seconded by Kelly. Motion carried.
 - C. [2024 Salary Resolution](#)- Director Lee-Jones presented the 2024 salary resolution, which was arrived at following the Library and City's compensation study with Carlson Dettman. Motion to approve by Kelly S., seconded by Nathan. Motion carried.
 - D. [2024 Meetings and Closure Schedule](#)- Director Lee-Jones presented the annual 2024 Library Board meeting and holiday closure schedule. The Board discussed recommendations from the TIDE committee to close for MLK Day and Juneteenth. Director Lee-Jones will discuss this with City Manager Langreck and the Board can make their decision about these closures at a later date. Motion to approve the schedule as presented by Nathan, seconded by Kelly S. Motion carried.
- VI. **INFORMATION and DISCUSSION**
 - A. 2023 CIP Update- 3 of the 5 CIP projects for 2023 have been wrapped up, and two are still in progress. The Lactation/Comfort room has transitioned into a larger-scale long-range building planning process.
 - B. Library Transfer of Ownership- Director Lee-Jones provided an update on transferring the library building ownership from the hotel ownership group to the City of Platteville. The ownership group would like to see the transfer take place in 2023, but many items still need to be clarified for that to happen.
 - C. Art, Displays, and Exhibits- The Board discussed various bulletin boards and art placement throughout the building.

VII. CLOSED SESSION per Wisconsin Statute Chapter 19.85 (1)(c): Considering employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. – Library Director Evaluation- The Personnel Committee did not require a closed session. Members of the Personnel Committee will conduct a one-on-one conversation with Director Lee-Jones at a later time.

VII. ADJOURNMENT Motion to adjourn at 6:55 by Kelly S., seconded by Nathan.