

The Platteville Public Library Board of Trustees Board Meeting
Tuesday, July 29, 2025 at 5:30 p.m.
Community Room, Platteville Public Library, 225 W. Main St.

MINUTES

- I. CALL TO ORDER Meeting called to order at 5:33**
Present: Jason Artz, Paula Baumann, Page Leahy, Amy Seeboth-Wilson, Vicky Suhr
Not Present: Kelly Sponsler, Lynne Parrott
Others present: Library Director Jessie Lee, Library Foundation President Kelly Francis (representative on City Comprehensive Planning Committee)
- II. CONSIDERATION OF CONSENT AGENDA --Motion to approve the consent agenda, with one update to the meeting minutes attendance, by Page Leahy, seconded by Jason Artz**
- A. Meeting duly posted
 - B. Acceptance of Agenda
 - C. Approval of Minutes from the June 3, 2025 Meeting - modified to reflect the absence of Paula Baumann
- 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 – City Council representative Lynne Parrot was not present
- V. ACTION**
- A. [Approval of June/July Bills](#) – motion to accept bills as presented by Paula Baumann, seconded by Jason Artz- unanimously approved
 - B. [Art Donation](#) – Motion to accept this donation and place it in the recommended location by Paula Baumann, seconded by Page Leahy – unanimously approved.
 - C. [Library Director Job Description Review](#) – motion to accept the revised Library Director Job Description as presented by Page Leahy, seconded by Jason Artz- unanimously approved
- VI. INFORMATION and DISCUSSION**
- A. **Library Budget** – Jessie presented the City Managers budgetary guidance and the Library's preliminary 2026 budget. The majority of the operating budget is allocated to staffing costs, and there is a need to grow staffing levels and transition part-time positions to full-time. The Board discussed shared janitorial services, supported adjusting room rental fees, and asked Jessie to bring back a draft reservation policy.
 - B. **Library Strategic Planning** – Kelly provided an update on the current Comprehensive Planning process. The drafted survey did not mention the Library, but Kelly and other committee members advocated to add some. The plan is for the survey to be live August 6 – Oct 6. There will also be open houses during which the public will be asked additional questions, and the Library can suggest further questions for these open houses. Board members and patrons are encouraged to take the survey and attend the open houses, and advocate on behalf of the library.
- VII. ADJOURNMENT-** Motion to adjourn at 6:59 by Paula Baumann, seconded by Page Leahy – unanimously approved.

Next Regular Library Board Meeting: Tuesday, September 2, 2025 at 5:30pm