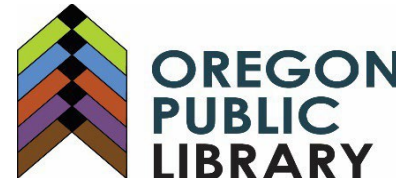


# Oregon Public Library Board Minutes

Wednesday, January 10, 2024 at 5:15pm

Location: Oregon Senior Center, 219 Park St., Oregon, WI 53575

(608) 835-3656 - [OregonPublicLibrary.org](https://OregonPublicLibrary.org)



1. **Call to Order:** Laura Shtaida called the meeting to order at 5:15 PM.
2. **Roll Call:** Present were: President – Laura Shtaida, Vice President – Jenny Nelson, Treasurer – Coral Goplin, Secretary – Carlene Bechen (Village Board Rep), Dr. Leslie Bergstrom (School Board Rep), John Bonsett-Veal, Laura Reese (arrived at 5:24), Library Director – Jennifer Endres Way, Technical Services Supervisor and Administrative Assistant – Laura Dewey (recorder), OCA Media.
3. **Adopt/Amend Agenda:** Goplin made the motion to adopt the agenda as written. Bechen seconded. Motion carried 6-0.
4. **Community Input:** Clarice Dewey thanked the Library Board and Staff for a wonderful Grand Opening Event. Everyone involved should be very proud of the accomplishment of bringing such an amazing library to the community. She added that it takes a leader like Jennifer Way to accomplish this success!
5. **Consent Agenda**
  - a. **Amend/Approve Minutes from December Meeting:** Nelson made the motion to Approve the Minutes from December 13, 2023. Bergstrom seconded. Motion carried 6-0.
  - b. **Review and Payment of available Bills:** Motion to Approve the Payment of Bills by Nelson. Bonsett-Veal seconded. Motion carried 6-0.
  - c. **Review/Accept Financial Report(s) currently available:** Motion made to approve Financial Reports in 5b.
6. **Discussion and possible action items**
  - a. **Grand Opening Celebration:** The entire Board expressed their gratitude and excitement on the success of the Ribbon Cutting and Grand Opening Celebration! Way said it was an amazing turnout from the community with over 1000 attendees! She is impressed by how both our staff and board worked extra hard while simultaneously being warm and welcoming to our community! Shtaida thanked the staff, Board Members, & community who attended. Nelson added it was an amazing day and an amazing event and it was so special to have three hours of pure joy and excitement with everyone smiling, happy, and excited. Goplin appreciated the opportunity to connect the Library Board's work with the wider community.
  - b. **Declaration of Surplus:** Bechen made the motion to declare any remaining items at the Brook St. facility as surplus, with the following exceptions: artwork and the Centennial desk and items the Library Director wishes to retain (but have not yet been moved). Bonsett-Veal seconded. Motion carried 6-0.
  - c. **Proposal for Elevator Phone Cellular Service:** Way explained that the Elevator Phone Cellular Service has been functioning since we started using the elevator and wanted to present it to the Board for approval as the costs were not included in previous proposals. Nelson made the motion to approve the proposal for elevator phone cellular service. Bonsett-Veal seconded. Motion carried 7-0.
  - d. **Corrected OMNI Monitoring Proposal:** Bechen made the motion to approve the corrected OMNI monitoring proposal to replace the previously approved proposal. Bergstrom seconded. Motion carried 7-0.
  - e. **Proposal from Atmosphere Interiors:** Way noted that these select pieces of artwork are purposefully chosen and in the future, art rails will be placed in a few key locations to feature local art work. Bonsett-Veal made the motion to approve the proposal from Atmosphere Interiors for select artwork pieces as quoted. Bechen seconded. Motion carried 7-0.
  - f. **Additional Page Hours:** Way said additional Page hours are needed to help cover gaps in the schedule and to respond to increased volume due to our closure. The hours are being covered by our Page substitutes which also provide them with necessary training on processes for our new building to prepare them to fill in for future shifts as needed. Funding is available due to staff unpaid leave and the Teen Librarian position starting later than expected. Bechen made the motion to approve the additional Page hours with some hours already worked. Bergstrom seconded. Motion carried 7-0.
7. **Information Items**
  - a. **Library Director's Report**

- a. **Moving & 1<sup>st</sup> Week of Business:** Way commended the staff and volunteers on the success of the move. Laura's pre-move organizing along with the amazing staff and volunteers helped achieve completion of the move ahead of schedule! The first few days of business have been phenomenal – we have issued more than 100 new library cards and we have had over 3,300 visitors. The library has enjoyed a remarkable positive response from the community. Way is grateful for the library's hard working staff to keep up with the additional demand! Way commended Public Works and Timberland for the excellent job of snow removal after the snow storm.
  - b. **Study Room Reservations:** Study rooms are available and patrons began using them right away. The Community Room reservations opened today and it will exciting to see the statistics of how many community members will be able to enjoy the new spaces.
  - c. **Senator Baldwin CDS Grant Report:** We were honored to have Julie Lassa from the USDA's office attended our Ribbon Cutting and Grand Opening! Completing the next steps of the Grant application, the Village Board has approved the items needed on Monday night. The temporary loan is in place with the Village and we continue to complete the necessary steps to finish the Grant process.
- b. **President's Report:** Shtaida wanted to highlight the interview and photos on the front page of the Wisconsin State Journal before the Grand Opening! Way appreciates all of the press coverage we have been receiving.
  - c. **Communications**
    - a. **Village Board announcements:** Bechen reported the Comprehensive Plan and the Park Plan have been approved. Requests for Proposals are underway for downtown planning along with community involvement. The Senior Center's community input stage is underway. There will be no primary in February so April 2024 will be the first election of the year.
    - b. **School District announcements:** Bergstrom has been sharing information about the library's Grand Opening in all of her meetings including the School Board and Student Groups! The students are excited for the new library spaces and study rooms and it makes her happy that the library is the community gathering place we were hoping it would be!
- 8. Closing and Future Agendas**
- a. **Next meeting: Wednesday, February 14, 2024 at the Library**
  - b. **Request for future agenda items:** Goplin asked about safer crosswalks across Alpine at the Library's entrance. Way said the Village is proactively working on improving the area.
- 9. Adjournment:** Bechen made the motion to adjourn at 5:43. Goplin seconded. Motion carried 7-0.

