

Oregon Public Library Board
Annual Meeting Minutes
Sue Ames Room, Oregon Public Library
Wednesday, June 12, 2019 at 5:00 p.m.

1. **Call to Order** Jenny Nelson called the meeting to order at 5:01pm.
2. **Roll Call** Jenny Nelson, Brian Busler, Randy Glysch, Kyle Severson, Coral Goplin, Carrie Schudda (arr. 5:04pm, leaves at 6:14pm), Laura Shtaida. Also attending were Jim Radford, Baker Street Consulting Group, Jennifer Endres Way, Library Director, Mary Davidson, Assistant Director (recorder).
3. **Adopt/Amend Agenda** Severson made the motion to adopt the agenda. Glysch seconded. Motion carried 6-0.
4. **Scheduled Guests.**
 - a. Jim Radford, Baker St. Consulting, Capital Campaign Update- Radford explained the campaign is moving forward with Phase 2, while he continues to train Campaign Cabinet members for their roles.
5. **Citizen Appearance/Public Comment-**
 - a. **Dana Teske – 128 Johnson St, Oregon WI**– Requested a neighborhood member be added to the building committee as she feels their concerns currently aren't shared therefore they aren't fully represented. She thanked Jenny Nelson for representing the Library's needs, but feels it's unfair to ask Jenny to represent both the neighborhood and the library. She said her husband, Brent, has a background in engineering and water resource management, and would be a nice addition to the committee. She shared his resume with Way.
 - b. **Rae Vogeler, 299 N. Main St, Oregon WI** – Said she fully supports the library. She said that in 2017 she presented a letter of formal request to have a neighborhood member added to the committee. She stated Brett is very qualified to be a committee member, stating he would represent the greater community, and shared his background. She said she thinks some of the decisions made may need to be revisited in the future, e.g., underground parking.
 - c. **Sara Dewey, 266 N. Main St, Oregon WI** - Strongly supports what has been stated. Still thinks the building committee has the perspective that the neighborhood group is only speaking from the aspect of the neighborhood. But thinks quite a few points the community made haven't been discussed fully. Says it is important to understand that the community perspective needs to be considered in full. Said maybe if we're trying to be a voice for the community as a whole, we won't be thought of divisive.
 - d. **Susan Shedivy, 1860 CTY MM, Fitchburg, WI** – Referred to the report from arborist, stressing tree #11 should be saved. Said the floor plans offered didn't show any trees on the property. Encouraged the library board to drive through the property and view tree #11. Said it's premature for these layouts to be voted on now, because tree #11 should be preserved.
6. **Consent Agenda**

- a. Amend/Approve Minutes from May 8, 2019- Glysch made the motion to approve the minutes, Busler seconded. Motion carried 7-0.
- b. Review and Payment of available Bills. Expenses for May 2019 were \$ 35,227.39, while Receipts \$ 5,484.48. Way stated the current figures on salaries will be available at the July meeting. Goplin made the motion to approve the payment of the bills and to accept the financial report. Shtaida seconded. Motion carried 7-0.

7. Discussion and possible action items

- a. Building Committee Composition- The seven person committee composition was reviewed and discussed. It was noted that two committee members do live in the neighborhood of the new library with Nelson on the same block and Bonsett-Veal a block away. It was recognized that members of the neighborhood association have expressed that they do not feel represented or listened to. **Busler made the motion that the board table this decision until next month, to allow for some informal conversation with the neighborhood in the meantime, and work on proposed solutions. Goplin seconded. Motion carried 7-0.** Jennifer Way will reach out to the following members to schedule a mutually agreed upon meeting time: Randy Glysch and Jenny Nelson from the library board, and Rae Vogeler and Brent Teske from the North Main St. Neighborhood.
- b. Naming Opportunities & Donor Recognition- Additional naming opportunities will be added later this summer once plans are more detailed. Motion to approve the list of naming opportunities as proposed was made by Glysch, seconded by Severson. Motion carried 7-0.
- c. Continuation of Existing Donor Recognition in the New Library- Discussion focused on how to honor the original gift made in memory of Sue Ames. Way will confer with Jim Radford, and the Steering Committee. She anticipates most of the other donor recognition items will be relocated to the new library.
- d. Rescheduling of August 2019 Meeting- Shtaida made the motion to move the meeting to August 7, 2019, in order to accommodate the deadline for village budget submittal. Schudda seconded. Motion carried 7-0.
- e. Election of Officers- There were no nominations from the floor. The slate of candidates presented by the nominating committee was: Jenny Nelson, President, Dr. Brian Busler, Vice President, Coral Goplin, Secretary, and Laura Shtaida, Treasurer. Motion to elect the slate of officers was made by Glysch, seconded by Schudda. Motion carried 7-0.
- f. Designation of Authorized Signers for Bank Accounts- Busler made the motion to designate Library Board President, Jenny Nelson, Treasurer, Laura Shtaida, and Library Director, Jennifer Way, as authorized signers for the library bank accounts. Severson seconded. Motion carried 6-0.
- g. Amendments to Circulation Policy- Severson made the motion to approve the amendments which removed redundancies, and allows for scannable library cards from smart phones. Goplin seconded. Motion carries 6-0.
- h. Preliminary 2020 Budget Considerations- The decrease in Dane County reimbursement will significantly impact the 2020 budget. Preliminary discussion

about going fine-free as neighboring libraries will continue next month. 2019 budget fine revenue is \$13,500. The July agenda will include discussion about the budget and fines.

8. Information Items

- a. Committee Reports
 - i. Steering Committee for Capital Campaign- Way stated Bob Head, of Orange Whip Designs donated his time to create the promotional pieces.
 - ii. Building Committee- The program was reviewed at last evening's meeting, with a proposal for about 32,000sf of space. OPN received quotes for underbuilding parking for approximately \$700,000, which the committee chose to not pursue at this time, but could in the future. The arborist's report was shared. Way has follow-up questions for the arborist that need clarification. The next meeting will be at the library on June 25, 5:30pm.
 - iii. Personnel Committee- points listed above in 7.h.
- b. Library Director's Report- Updates on the spring inservice, Way's upcoming vacation, Trustee training opportunities in August, were mentioned.
- c. Communications- No announcements were made.

9. Closing and Future Agendas

- a. Next meeting: July 10, 2019
- b. Request for future agenda items- fines, budget, building committee composition, existing donor recognition

10. Adjournment- Busler made the motion to adjourn at 6:30pm. Shtaida seconded. Motion carried 6-0.