

Meeting Minutes of the Argyle Public Library Board of Trustees

Monday, May 20, 2024, 6:00 p.m., Community Room

1. Call to Order

The meeting was called to order by Vice President Bill Johnson at 6:00 p.m.

2. Roll Call of Members

Board members in attendance: Village representative Delton Fransen, Interim Library Director Michelle Harrigan, Monica Hodgson, Bill Johnson, and Lynn Rossing. Also in attendance: Argyle Middle School Reading Teacher Danielle Zywicki, McCoy Public Library Director Jenny Detra, Library volunteer Eva Ostby, and Friends of the Argyle Public Library board members Tricia Ostby and Garry Rossing.

3. Adoption/Amendment of Agenda

One addition to the agenda was proposed: the election of a Board President. Hodgson moved to adopt the agenda as amended. Johnson seconded. All in favor.

4. Approval of April 15, 2024 Meeting Minutes

Fransen moved to approve the April 15, 2024 minutes. L. Rossing seconded. All in favor.

5. Public Communications

None.

6. Friends of the Argyle Public Library Report

T. Ostby reported. The Friends met last week and are planning a number of events: the annual book sale in June, a gala with Friends of McKellar Park as a joint fundraiser, and tables at the Argyle Open Market starting on June 15th.

7. Village Communication Report

Fransen reported that he will act as liaison between the Library and Village Boards.

8. Finances/Approval of Bills

- a. The expenditures were reviewed. Johnson moved to approve the monthly expenditures. Fransen seconded. All in favor.
- b. Overview of expenses/budget year-to-date. Harrigan and Detra provided copies of the monthly and yearly expense reports. The Library is over budget due to staffing changes and rising costs. Detra, Harrigan, and Hodgson are developing a plan for addressing the shortfall and creating expenditure projections for the coming months and years.
- c. Grants.
 - i. Detra and Harrigan have completed the training for the ALA Small and Rural Libraries Accessibility Grant received last month and are conducting a community survey this summer to help identify accessibility priorities.
 - ii. Hodgson reported that she is working on a Wisconsin Library Services (WiLS) grant application due June 3rd.

9. Library Updates

a. Programming.

i. Past programs. Harrigan reported that May programming includes a Lego session, an art activity for youth, and an AARP presentation.

ii. Upcoming programs. Harrigan reported that the Summer Reading Program is ready for June and is a joint project with the Blanchardville Public Library. The Library's license to show movies will be received soon and movie showings will be scheduled. The Library will host Residency on the Farm's upcoming wrap-up celebration.

10. Subject Matter of Issues to Be Considered by the Board

a. New Library Board member and Officers. Fransen nominated Danielle Zywicki to serve as a Trustee of the Library Board and moved to elect her to this position. Johnson seconded. All in favor. L. Rossing will submit this information to the Village. L. Rossing moved to elect Johnson as Board President and Zywicki as Board Vice President. Hodgson seconded. All in favor.

b. New Library Director. Discussion will be held in closed session, see item 11.

c. Interim Director Transition Questions, Budget, Information. Harrigan reported that she needs to finish serving as Interim Director by August 1st or sooner.

d. New Library. G. Rossing reported that the Flexible Facilities Program grant application is being completed. The turnaround time is short, with the application due July 11th. For the application, additional information on building specifications and an updated budget are needed from FEH Designs, the architects who provided renderings and cost estimates for a new building, and an Amendment to the Professional Services Agreement needs to be signed. Hodgson moved to approve signing the Agreement. Zywicki seconded. All in favor.

11. Convene to closed session pursuant to Wisconsin Statutes 19.85(1)(c) to discuss employment, promotion, compensation, or performance evaluation data of the library staff under the jurisdiction of the Library Board

Motion to convene in closed session made by L. Rossing. Johnson seconded. All in favor. Board convened for a closed session at 6:55 p.m.

12. Reconvene to open session

Motion to reconvene to open session made by Johnson. Hodgson seconded. Board reconvened to open session at 7:28 p.m.

13. Action on closed session discussion

L. Rossing moved to approve the hiring of an applicant, contingent on the approval of the Village Board making this a full-time position that combines both the Library Director and Economic Development Director positions. Hodgson seconded. All in favor.

14. Adjournment

L. Rossing moved to adjourn. Johnson seconded. All in favor. Meeting adjourned at 7:31 p.m.

Next meeting: Monday, June 17, 2024, 6:00 p.m. Location to be determined.