

Meeting Minutes of the Argyle Public Library Board of Trustees

Monday, June 17, 2024, 6:00 p.m., Community Room

1. Call to Order

The meeting was called to order by President Bill Johnson at 6:04 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: Friends of the Argyle Public Library board members Maryellyne Rear and Garry Rossing.

3. Adoption/Amendment of Agenda

One addition to the agenda was proposed: the Wisconsin Department of Administration Flexible Facilities Program grant. Johnson moved to adopt the agenda as amended. Fransen seconded. All in favor.

4. Approval of May 20, 2024 Meeting Minutes

Hodgson moved to approve the May 20, 2024 minutes. Johnson seconded. All in favor.

5. Wisconsin Department of Administration Flexible Facilities Program Grant

The Village of Argyle is applying for the FFA grant to fund a new library building. The application is due on July 11th. Fransen moved that the Argyle Public Library Board commit \$20,000, currently in its LGIP savings account, as Match Funding for the Flexible Facilities Program grant and the construction of a new library facility, contingent on being awarded the FFP grant by the Wisconsin Department of Administration in the amount of \$4.25 million in October 2024. Hodgson seconded. All in favor. Hodgson moved that this board meet again on June 20th at 8:00 a.m. at the Library to approve today's meeting minutes and discuss employing a new Library Director. L. Rossing seconded. All in favor.

6. Public Communications

None.

7. Friends of the Argyle Public Library Report

Rear reported. The Friends group held the annual book sale in June, is working with Blanchardville's McKellar Park Pool Project on a joint fundraiser, and is hosting information tables at the Argyle Open Markets this season. The Friends will submit a Community Foundation of Southern Wisconsin grant application this fall and are

planning other fundraisers and community events. SWIFT IV is a grant matching opportunity that would establish an endowment for the Library. L. Rossing moved that the Library pursue the SWIFT IV grant funding. Hodgson seconded. All in favor.

8. Village Communication Report

Fransen reported that the Village is in the process of hiring a new Deputy Clerk to replace Shirley Canon who is retiring. Hodgson added that the Village recently combined the positions of Library Director and Economic Development Director, making it a full-time position with 75% of the time going to the Library job.

9. Finances/Approval of Bills

- a. The expenditures were reviewed. Hodgson moved to approve the monthly expenditures. Johnson seconded. All in favor.
- b. Overview of expenses/budget year-to-date. Copies of the updated expense report were provided.
- c. Grants awarded. Harrigan reported that the ALA grant is almost complete. The Library has used the funds to purchase an automatic door opener, screen and book magnifiers, and furnishings.

10. Library Updates

- a. Programming.
 - i. Programs since the last meeting. Harrigan reported that programs including the Summer Reading Program are ongoing and well-attended.
 - ii. Upcoming programs this month. Harrigan presented the slate of programs scheduled for July.

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

- a. New Library Director. Hodgson moved to discuss this in closed session. L. Rossing seconded. All in favor.
- b. Interim Director Questions. Harrigan provided copies of a handout with information about clarifying the roles of Library employees and Library volunteers. Upon discussion there was general agreement that this topic should be addressed more fully in Library policies. Hodgson moved to table this discussion for now and return to it next month. L. Rossing seconded. All in favor.
- c. New Library. See item 5 above.

12. 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 Hodgson. L. Rossing seconded. All in favor. Board convened for a closed session at 6:41 p.m.

13. Reconvene to open session

Motion to reconvene to open session made by Hodgson. Johnson seconded. Board reconvened to open session at 7:16 p.m.

14. Action on closed session discussion

L. Rossing moved to make an offer of employment for the position of Library Director to Jennifer Detra, and to make an offer of employment as substitute Librarian to Jennifer Shelton, and to close the Library on Thursdays for several weeks starting June 27th to provide a transition phase for Library staff. Hodgson seconded. All in favor.

15. Adjournment

Johnson moved to adjourn. Hodgson seconded. All in favor. Meeting adjourned at 7:20 p.m.

Next meeting: Monday, June 20, 2024, 6:00 p.m. Location to be determined.

Submitted by: Lynn Rossing, Secretary

Approved: June 20, 2024