

Argyle Public Library Board of Trustees Meeting Minutes
Monday, February 17, 2025, 6:00 p.m., Argyle Community Building

1. Call to Order

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

2. Roll Call of Members Monica Hodgson, Bill Johnson, Lynn Rossing, Daniele Zywicki. Also in attendance: Librarian Michelle Harrigan, Stephanie Eastwood, Sarah Gallagher, and Argyle Community Development Director Joe Schutte.

3. Adoption of Agenda Per the bylaws, we will elect officers in May, not today. Hodgson moved to accept the agenda as amended. Zywicki seconded. All in favor.

4. Board membership Rossing moved to accept Sarah Gallagher as a member of the Library board and recommend this for approval by the Argyle Village board. Hodgson seconded. All in favor.

5. Approval of 1/20/25 Minutes Rossing moved to approve the minutes. Zywicki seconded. All in favor.

6. Public Communications Eastwood expressed appreciation for the Argyle Public Library.

7. Friends of the Argyle Public Library Report

Hodgson reported that the Murder Mystery Dinner fundraiser in January went well. Rossing reported that the Friends will hold a staff appreciation event on Thursday.

8. Village Communication Report None.

9. Finances

- a. Approval of monthly expenditures. The bills were reviewed. Rossing moved to approve payment of the specified bills. Hodgson seconded. All in favor. Hodgson will research the library's printer contract.
- b. Budget. The Village has added the approved funds for the year to the Library's account.

10. Library Updates

- a. Annual Report. The Annual Report was signed by Bill Johnson and Michelle Harrigan. Harrigan will send the signed document to the Southwest Wisconsin Library System.
- b. Programming. Active and passive programs are going well. Recently they have included STEM activities, storytimes, and a free play day.
- c. Summer Programming. Four presenters are booked, and another might be added. Zywicki will see if the high school English teacher would be interested in hosting a Library program geared toward high-school age students.

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

- a. Library Director recruitment and staffing. Zywicki will post the job on Indeed and Gallagher will post it on Zip Recruiter. All board members will reach out to their acquaintances and networks about the job. Library Assistant Eva Ostby is due for a three-month evaluation and Rossing will schedule this.
- b. Election of officers. President Bill Johnson's term ends today. Per our bylaws, officers are to be elected in May. Zywicki offered to run board meetings until then.
- c. USDA grant. Joe Schutte provided an overview of this grant opportunity. The application may require a more detailed itemized budget than the library currently has.
- d. New Library Building. No discussion.

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. No closed session held.

13. Reconvene to open session. No closed session held.

14. Action on closed session discussion No closed session held.

15. Adjournment Rossing moved to adjourn. Hodgson seconded. All in favor. Meeting adjourned at 7:27 p.m.

Next meeting: Monday, March 17, 2025, 6:00 p.m. Location to be determined.