

Minutes
Monona Public Library Board
Library Board Room
June 21, 2022, 7:00 p.m.

I. Roll Call

Library Board Trustees Present: Todd Stebbins, Vice President; Roselyn Ebel, Secretary; Erinn Monroe-Nye, Community Representative; Joe Swinea, Community Representative; Jennifer Fonner, School Board Representative
Library Board Trustees Absent: Mary Anderson, President; Kathy Thomas, Alder
Library Staff Present: Director Claringbole

II. Call to Order

Vice President Stebbins called the meeting to order at 7:08 p.m.

III. Approval of Minutes

Trustee Monroe-Nye motioned to approve Minutes for May 2022. Trustee Ebel seconded. Motion passed.

IV. Consent Agenda

A. Review of and Approval of Bill Payments, Financial Report and Activity Report
Trustee Ebel motioned to approve Bill Payments, Financial Report, and Activity Report for May 2022. Trustee Monroe-Nye seconded. Trustee Ebel asked when the County Aid would be received; Director Claringbole shared that it is anticipated to come later this month. Motion passed.

V. Library Directors Report

A. HVAC Project

Director Claringbole summarized the HVAC project as noted in the packet. City Council did approve the use of ARPA funds for ventilation cleaning. The cost decreased to approximately \$16,000 because only the upper level will be done because the lower level will be worked on next year.

B. Local Holds

Claringbole summarized the SCLS experimental program for libraries to keep their new releases local to their own local patrons for a short period so they cannot be delivered to other libraries. Claringbole will opt Monona into the program because it is beneficial to the patrons to continue to be able to receive new materials.

C. Summer Reading Program

Claringbole shared that the SRP is off to a great start. The Youth department team will need to look at ways to make the school visits more efficient next year as it took a great deal of time and effort to complete these.

VI. Board Discussion Topics

A. Close Library During HVAC Project

There will be a crane on Schluter Road for the HVAC project. There will be no HVAC at that time and power will be cut temporarily, though it may be isolated to certain areas. The Schluter Road entrance will need to close for sure. There are differing opinions on whether the building should be closed or not. There may also be noise from the construction. If the library needs to close, it would be for three days. The Board suggested Director Claringbole learn more about how long the power would need to be out, what having the crane on property means for the other parts of the building, etc. Safety is the top priority.

B. Reconsideration of Library Materials Policy

Claringbole summarized the proposed update to the policy as outlined in the packet, mostly pertaining to the process for patrons to request that items be moved or withdrawn from the library. The biggest change regards who can submit such a request, defined as someone who resides in Monona. The City attorney is aware of the update. The Board will vote next month.

C. Unattended Child Policy

The Board reviewed the updated unattended child policy and will vote next month. Claringbole shared that he is also meeting with the Monona Police next week regarding building safety best practices such as door locking in active shooter situations. Trustee Ebel inquired about training for staff in "Code Adam" situations.

D. Book, Television & Movie Recommendations

The Board shared their book, television, and movie recommendations.

VII. Announcements

- A. The Board thanks Todd Stebbins for his many years of service to the Library, including serving as the Vice President. He and his thoughtful contributions will be missed.
- B. Next Board Meeting is July 19 at 7:00 p.m. in the library.

VIII. Adjournment

Trustee Monroe-Nye motioned to adjourn the meeting. Trustee Ebel seconded. Motion passed. Vice President Stebbins adjourned the meeting at 8:17 p.m.

Minutes recorded by Roselyn Ebel
Approved July 19, 2022