

Minutes
Monona Public Library Board
Library Board Room
August 16, 2022, 7:00 p.m.

I. Roll Call

Library Board Trustees Present: Mary Anderson, President; Kathy Thomas, Alder; Joseph Swinea, Secretary; Jennifer Fonner, School Board Representative; Erinn Monroe-Nye, Community Representative; Margaret Clark, Community Representative

Library Board Trustees Absent: Roselyn Ebel, Community Representative

Library Staff Present: Director Claringbole

II. Call to Order

President Anderson called the meeting to order at 7:06 p.m.

Members introduced themselves since there are new members who are attending in person for the first time.

III. Approval of Minutes

Alder Thomas motioned to approve the July 19, 2022 minutes; Trustee Monroe-Nye seconded. Motion passed.

IV. Consent Agenda

Trustee Clark motioned to approve the Bill Payments, Financial Report, and Activity Report for July 2022; Trustee Fonner seconded. Motion passed.

V. Library Directors Report

A. Dumpster Covering

Moving the dumpsters closer to the road will make it difficult for residents to jump on the roof.

B. Youth Services Report

Paper forms and online forms will be used to gather information from the public on programming need. They will also use the Library Newsletter.

VI. Discussion Topics

A. Library's Role in Advocacy

A patron had been in the Youth Services room in June and let it be known that they would not be checking out materials in June because of the library's

support of the LGBTQ community. Staff spoke with Director Claringbole and asked for clarification on what they could say in such events. Furthermore, they wanted clarification between Freedom of Speech and harassment. Staff, colleagues, and City of Monona Attorney William Cole discussed conduct appropriate for City staff. Claringbole would like a written policy to support him in these situations. Everyone on the Board agreed that having a written policy would be helpful and that it would be helpful to have the City Attorney's input. President Anderson asked if there would be 2-3 people willing to work together on drafting a policy.

B. Capital Budget

Director Claringbole is still working on locating a sign company. Originally, the library was told they could not purchase a digital sign, but there is now the possibility of purchasing a digital sign. The sign would be more expensive than the ones that had previously been considered. All board members saw the value of having a digital sign. President Anderson expressed concern about drivers being distracted. Claringbole mentioned the possibility of placing the digital sign at the bottom of the hill for this purpose and that the message would be static to further prevent distracting drivers.

The Library's fire alarm system is outdated; replacing the system would cost \$20,500. This would add a security system to the main entrances, which the library currently does not have. The system would also include two panic buttons at the front desk. This would also allow Claringbole to manually lock the doors.

C. Operating Budget

According to City of Monona guidelines, Director Claringbole created a 0% and a -2% budget for 2023. The 0% budget left building and maintenance untouched, but that needed to be cut for the -2% budget.

Staff have noticed they are making less money than employees in similar-sized libraries in the area. One possible solution would be to increase the hourly wage but cut the number of hours for library employees. This, however, would have an adverse effect on their health insurance. Claringbole emphasized that the library has an excellent staff that he would like to retain.

D. Display Policy

The policy is to add further protection in the event a patron objects to a display.

VII. Action Items

Alder Thomas moved approve the 2023 Capital Budget; Trustee Fonner seconded. Motion was approved.

Trustee Clark moved to approve the Display Policy; Trustee Monroe-Nye seconded. Motion was approved.

President Anderson moved to approve Trustee Swinea as Secretary; Trustee Clark seconded. Motion was approved.

VIII. Announcements

A. The next Board Meeting will be September 20, 2022, at 7 pm.

IX. Adjournment

A. Trustee Monroe-Nye moved to adjourn; Trustee Clark seconded. President Anderson adjourned the meeting.

Minutes recorded by Joseph Swinea
Approved September 20, 2022