



# beloit public library

Beloit Public Library Board of Trustees

Wednesday, May 17, 2017

605 Eclipse Blvd., Beloit, WI 53511

1. Call to order and roll call – President Samantha Johnson called the meeting to order at 4:04 PM. Members present: Samantha Johnson, John Watrous, Martin Densch, Sandra Kincaid, Maribeth Miller, and Diane Lichtenstein. Members Absent: Angela Moore, David Sowl, and Shelly Cronin. Also present: Library Director Nick Dimassis, and Library Business Manager, Jennifer Laatz.
2. Recognition of Sandra Kincaid’s years of service on the Library Board – Sandra Kincaid has served on the Library Board since 2011. She has served on the Foundation Board, FABL Board, and the Strategic Plan Committee. She has been a great cheerleader for the Library. Sandra stated it has been a pleasure serving on the Library Board and that the Library is truly a precious jewel in the community.
3. Approval of the April 19, 2017 Library Board minutes – Maribeth Miller approved the minutes with two corrections: correct spelling on John Watrous’ name in the motion to adjourn and add Diane Lichtenstein to the members present at the meeting. John Watrous seconded the motion. **Motion Carried (6-0).**
4. Public comment – None
5. Library Director Report – Nick Dimassis prepared a written Library Director’s Report detailing most of the report. Following are additional comments:
  - The Stateline Literacy Council movie night was a great event. The planning and implementation was all done by the Stateline Literacy Council teachers and included an invitation to Library staff.
  - Discussions have been taking place regarding a bike share program. There would be 3 stations for pick up and drop off of bikes, Beloit Public Library, Beloit College Library, and South Beloit Public Library. There would be 6 bikes at each location and people can check them out using their library card. Beloit Bicycle Company would provide the bikes at cost and provide on-going maintenance. This program would be a quality of life event sponsored by Visit Beloit.
  - The Little Little Free Libraries ribbon-cutting event is May 18<sup>th</sup> at 12:30 pm at Merrill Elementary School. This will kick-off the first Little Little Free Library in Beloit with more to come.

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Approved May 17, 2017, Approved June 21, 2017

*“Making a great city even greater”*

- The plan for capital improvements initially included 3 phases with Phase 1 being the Blender and is now nearly complete, Phase 2 was the Makerspace area in the shelled out, and Phase 3 was the second floor meeting room space. We are now looking at a facilities master plan, which will basically work backwards from a completed vision to turn around and move forward with implementation. Because this will be an all-encompassing master plan, it is now 2 phases: Phase 1 still being the Blender and then Phase 2a – classrooms and service floor changes, Phase 2b – Makerspace, Phase 2c- second floor meeting room space. We discussed the plan at the BPL Foundation Board meeting on May 10<sup>th</sup> at which time they agreed to fund the planning process and pay the architectural fees.

#### 6. Reports –

- a. Foundation – The Board met on May 10<sup>th</sup> and discussed the facilities master plan and ramping up for a capital campaign drive. The Board discussed establishing a committee for the capital campaign drive. They were also confused on the mission of the BPL Foundation Board and will discuss that further.
- b. FABL – FABL held their annual meeting on May 16<sup>th</sup>. James Fleming from Chapter-A-Day was the presenter. The program was very well attended. The Board voted in their officers as follows: President – Mim Warren; Vice President – Margie Bertholomey; Secretary – Marge Fizzell; and Treasurer – Pat Blum.
- c. Arrowhead Library System (ALS) – The shared system contract was signed.
- d. Budget Committee – No report.
- e. Strategic Plan Committee – No report.
- f. Personnel Committee – No report.

#### 7. Action Items:

- a. Facilities Master Plan – Marty Densch moved to approve the concepts of Phase 2a, b, and c and support the Foundation Board to explore a master plan and capital campaign and bring recommendations back to the board for further review. Maribeth Miller seconded the motion. **Motion Carried (6-0).**
- b. Monthly financial report and approval of Library bills – Jennifer Laatz reported on 2 additional invoices, Leo A. Daly for \$1225 and Value Line Publishing for \$1300. Maribeth Miller moved to approve the payment of the bills on the May 16, 2017 warrant in the amount of \$31,490.36 and the recurring expenses of \$146,651.82. John Watrous seconded the motion. **Motion Carried (6-0).**

8. Trustee Comments – John Watrous inquired about the customer comment pertaining to the computer access issue. We are reviewing our policies in regards to computer access and moving toward a more relaxed policy.
9. Motion to adjourn – Diane Lichtenstein moved to adjourn the meeting. Sandra Kincaid seconded the motion. Meeting adjourned at 5:04 PM.

Next meeting: Wednesday, June 21, 2017

Submitted by:  
Jennifer Laatz  
Business Manager