



# beloit public library

Beloit Public Library Board of Trustees

Wednesday, January 16, 2019

605 Eclipse Blvd., Beloit, WI 53511

1. Call to order and roll call – Vice President Maribeth Miller called the meeting to order at 4:03 PM.  
Members present: Maribeth Miller, Diane Lichtenstein, David Sowl, Angela Moore, Nora Gard, Lisa Berrones (arrived 4:10). Members Absent: John Watrous, Martin Densch, and Clinton Anderson. Also present: Library Director Nick Dimassis and Library Leadership Team – Jennifer Laatz, Jeni Schomber, Michael DeVries, Wyatt Ditzler, Kristi Helmkamp, and Amy Mitchell.
2. Approval of December 19, 2018 Library Board minutes – David Sowl moved to approve the December 19, 2018 Library Board minutes as presented. Diane Lichtenstein seconded the motion. **Motion Carried (5-0).**
3. Public Comment – None.
4. Library Director Report – Nick Dimassis prepared a written Library Director’s Report detailing the report. Additional comments as follows:
  - The format of the written report has been changed to align with the Strategic Plan values.
  - Nick presented a Leadership Team response to questions from the board. The document cross references with the implementation plan. The board can review and discuss in further detail at the February meeting.
  - FSET – A proposal was submitted for a 50/50 grant for the Blender Café. This would be a 6 week program with curriculum around Serve Safe certification for 4 participants at a time. If approved, the program is set to start in April. This proposal is laying the groundwork to apply for a Department of Workforce Development (DWD) grant in April.
  - Blackhawk Technical College (BTC) – Several of us met with the president of BTC and a few others to see how the last semester went. They reported it went fabulous and would like another classroom for use in August 2019. BTC can bring capital right now for a phased in approach. It will be a couple of years before they can bring a large sum of capital so we are working on the best way to do a phased approach while maintaining the larger plan. All spaces would be available for use by the library when not in use by BTC. Very preliminary information at this time. More information to follow.

5. Reports –
  - a. Foundation – The board is working on Strategic Plan goals and an implementation plan. Next meeting is February 13, 2019.
  - b. FABL – The Library had a successful BIFF/Library event with each group netting about \$7100 each. The FABL board also approved the library’s request for funding in 2019.
  - c. Arrowhead Library System (ALS) – Maribeth reported that there is a new system wide language program called Transparent Languages. Maribeth is now serving on the Personnel Committee and Budget Committee for the Arrowhead Library System Board.
  - d. Budget Committee – No meeting.
  - e. Strategic Plan Committee – No meeting.
  - f. Personnel Committee – No meeting.
  - g. Blender Café – Preliminary December report presented. Final numbers will be available in February.
  
6. Discussion and possible action – Library Board emails – Discussion continued on how library board emails through beloitlibrary.org are used. The board will leave things as they currently are with accounts used to receive information from the Library Administration. No action needed.
  
7. Action Items:
  - a. 2019 Budget Adjustment – The library is requesting a budget adjustment to allow for a contingency pool of funds to be used specifically for staffing for programming and outreach events that fulfill strategic plan commitments but that may require hours outside of budgeted hours due to timing. After discussions, Diane Lichtenstein moved to table the request until the February meeting with the budget committee to meet in the meantime to vet some of the board’s questions prior to the next meeting. Nora Gard seconded the motion. **Motion Carried (6-0).**
  - b. Monthly financial report and approval of library and café bills – David Sowl moved to approve the payment of the bills on the 2018 warrant in the amount of \$16,844.45 for the library, and \$2,096.11 for the Blender and the recurring expenses of \$141,603.15 for the library and \$6,137.52 for the Blender. And approval of the 2019 warrant in the amount of \$70,519.07 for the library and \$617.79 for the Blender. Lisa Berrones seconded the motion. **Motion Carried (6-0).**
  
8. Trustee Comments – None.
  
9. Motion to Adjourn – David Sowl moved to adjourn. Nora Gard seconded the motion. Meeting adjourned at 5:47 pm.

Next meeting: Wednesday, February 20, 2019

Submitted by:  
Jennifer Laatz, Business Manager

Beloit Public Library Board of Trustees  
January 16, 2019, Approved February 20, 2019

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