



# beloit public library

Beloit Public Library Board of Trustees

Wednesday, August 21, 2019

605 Eclipse Blvd., Beloit, WI 53511

1. Call to order and roll call – President Maribeth Miller called the meeting to order at 4:00PM.  
Members present: Maribeth Miller, Diane Lichtenstein, David Sowl, Betty Magnus, Florence Haley, Rachelle Elliott, Mark Preuschl, Angela Moore, and Amanda Isunza (non-voting).  
Members Absent: None. Also present: Library Director Nick Dimassis and Library Leadership Team – Jennifer Laatz, Michael DeVries, and Katharine Clark.

Maribeth Miller welcomed Florence Haley and Amanda Isunza to the Library Board.

2. Approval of the consent agenda – Florence Haley moved to approve the consent agenda consisting of the July 17, 2019 Library Board meeting minutes, July 16, 2019 Strategic Plan Committee meeting minutes, and August 9, 2019 Budget/Facilities Committee meeting minutes. David Sowl seconded the motion. **Motion Carried (8-0).**
3. Public Comment – None.
4. Reports:
  - a. Library Director and BPL Activity Report - Nick Dimassis prepared a written report. In addition to the written report, Nick reported on the following:
    - Roxane Bartelt served the past 6 months as Interim Head of Programming and Community Engagement. Her last day was August 19<sup>th</sup>. She and Katharine have been working together for the past 2 weeks.
    - We will be rearranging the collection. Non-fiction will be moved towards the back with biographies pulled out and put into its own section. All the fiction materials will be moved to the south side shelving units with all the DVDs, CDs, Audiobooks, Large Type Books, and Spanish materials moved to the north side shelving units. Magazines have been moved to where the Reference section was previously located with the Reference materials moved to the shelves by the copy machines.
  - b. Arrowhead Library System – Maribeth Miller reported that ALS continues to work on the budget with plans to draw \$86,000 from reserve funds. There is plans to implement RFID tags throughout the ALS libraries and the extended consortium with ALS purchasing materials handling equipment. The board also approved the resource library contract with Hedberg Public Library.
  - c. Beloit Public Library Foundation – David Sowl reported that the board discussed construction plans and using the Foundation as the conduit for the donations to the

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August 21, 2019 Minutes, Approved September 18, 2019

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capital campaign. The Foundation Board agreed to be that conduit. They also discussed the best way to manage their funds and will continue that discussion at the next meeting. Next meeting is September 12, 2019.

- d. Friends at Beloit Library (FABL) – FABL did not meet. Next meeting is September 11, 2019.

5. Committees –

- a. Budget/Facilities Committee – The Budget/Facilities committee did meet to discuss the 2020 budget for the Library and the Blender and discussed the library capital campaign.
- b. Personnel Committee – No meeting.
- c. Strategic Plan Committee – No meeting.

6. Action Items:

- a. Library Board Committee Assignments – Final Committee assignments are as follows:
  - 1. Foundation – David Sowl, Florence Haley, Mark Preuschl
  - 2. FABL – Rachelle Elliott and Betty Magnus
  - 3. Personnel – Maribeth Miller, Betty Magnus, Florence Haley
  - 4. Arrowhead Library System – Maribeth Miller
  - 5. Budget/Facilities – Maribeth Miller, David Sowl, Mark Preuschl, Angela Moore.
  - 6. Strategic Plan - Diane Lichtenstein, Betty Magnus, Angela Moore.

Florence Haley moved to accept the committees as appointed. Rachelle Elliott seconded the motion. **Motion Carried (8-0).**

- b. Monthly financial report and approval of library and café bills – Mark Preuschl moved to approve the payment of the bills on the August 20, 2019 warrant in the amount of \$38,075.03 for the library, and \$3,988.44 for the Blender and the recurring expenses of \$123,492.51 for the library and \$5,049.78 for the Blender. Rachelle Elliott seconded the motion. **Motion Carried (8-0).**
- c. Library capital campaign and first floor shelled out space build out – This space currently has two classrooms for Stateline Literacy Council (SLC), FABL clearance book sale items, and library storage. The plan is to buildout the space for a children’s program room, 2 classrooms for Blackhawk Technical College (BTC) with BTC bringing capital dollars for these classrooms. GED Testing area (BTC funds), office spaces for BTC and SLC (BTC funds) and office spaces for the Food Share Employment Training (FSET) Program. The plans also include two classrooms in the back of the library for language classes. We currently have a great partnership with SLC to deliver ESL classes. There are additional plans to make changes and upgrades to our Children’s Area and Teen area. This gives a chance for focus groups in the teen and children’s areas to determine what our patrons would like to see and how we can accomplish those enhancements. The goal of the campaign is a million dollars with excess campaign dollars to increase the coffers of the endowment of the BPL Foundation. We have retained Mary Kaminski to head the capital campaign. David Sowl moved to authorize Nick to move forward with the capital campaign to fund ongoing operations and programming that would ensue in the proposed spaces. Florence Haley seconded the motion. **Motion Carried (8-0).**

7. Trustee Activities and Upcoming Events –
  - Maribeth Miller attended several of the Wisconsin Trustee Training Webinars. She will be writing up her notes and sharing with the board.
  - Diane Lichtenstein encouraged board members to subscribe to Library Link of the Day.
  
8. Motion to Adjourn – Florence Haley moved to adjourn. Rachelle Elliott seconded the motion. Meeting adjourned at 5:44 pm.

Next meeting: Wednesday, September 18, 2019

Submitted by:  
Jennifer Laatz, Business Manager