

**Minutes**  
**Monona Public Library Board**  
**Library Board Room**  
**January 17, 2023, 7:00 p.m.**

- I. Roll Call  
Library Board Trustees Present: Mary Anderson, President; Roselyn Ebel, Vice President; Joseph Swinea, Secretary; Erinn Monroe-Nye, Community Representative;  
Library Board Trustees Absent: Kathy Thomas, Alderperson; Jennifer Fonner, School Board Representative; Margaret Clark, Community Representative  
Library Staff Present: Sally Buffat and Tiffany Helgerson, Co-Interim Directors
- II. Call to Order  
President Anderson called the meeting to order at 7:04 p.m.
- III. Approval of Minutes
  - A. Vice President Ebel moves to approve and Representative Swinea seconds.  
Approved unanimously.
- IV. Consent Agenda
  - A. Review and Approval of Bill Payments, Financial Report and Activity Report
    1. Representative Monroe-Nye moves to approve and Vice President Ebel seconds.
    2. Unanimous approval of Consent Agenda
- V. Library Directors Report
  - A. Boiler pump replacement cost \$3,000 and might become a yearly cost. Co-interim director Buffat says the pump will likely need to be replaced regularly.
  - B. \$2,850 of Fund Balance was used to repair the roof
  - C. The library was over budget. The difference can be made up with the Fund Balance.
  - D. The Fund Balance currently stands at around \$4,000 above the threshold.
  - E. Library closings will be scheduled to follow previous years examples.
  - F. Circulation Supervisor Alice Johnson has created a staff blog to be a hub for communication among departments.
  - G. Co-interim director Buffat mentioned staff feels overwhelmed with the number of changes lately and could use extra support and encouragement.
  - H. The window for candidates submitting resumes has closed.
  - I. Teen Lock-In program was a success.
  - J. Loud in the Library will happen on January 28. Papa's BBQ has agreed to cater the event and said he will provide a written quote on January 18.
  - K. Fecal vandalism in the library has been escalating.
    1. The Monona Police Department has been contacted and is ready to investigate.

2. The Board felt it is important for the library to work with the Monona Police Department in an effort to put an end to this situation.
  - L. Dr. Rebekah Willet and Dr. Peter Waldrop have contacted the library to discuss a grant proposal to support children's play and literacy in the library.
    1. The program would start September 2023 and would last for two years
- VI. Discussion Topics
  - A. Vaccine clinics
    1. The Board is unanimously behind holding a vaccine clinic
  - B. Hiring Plan Committees
    1. Resume Ranking: Vice President Ebel, Representative Fonner, and Alderperson Thomas
    2. Phone Interviews: President Anderson, Vice President Ebel, and Representative Swinea, Representative Monroe-Nye (Backup)
    3. Reference Calling: Representative Monroe-Nye, Representative Clark, and President Anderson
  - C. Books, Movies, and Show Recommendations
- VII. Action Items
  - A. Vote to approve 2023 library closures
    1. Vote for 2024 should occur in November 2023
    2. Vice President moves to approve 2023 closings as listed in the packet. Representative Monroe-Nye second. Unanimous approval.
- VIII. Announcements
  - A. Next Board Meeting, Feb 21, 2023
- IX. Adjournment
  - A. Vice President moves to adjourn. Representative Monroe-Nye seconds. Unanimous.

Minutes recorded by Joseph Swinea  
Minutes approved on February 21, 2023