City of Beaver Dam, Wisconsin
Library Board of Trustees Meeting Minutes
311 N Spring Street: Conference Room
Friday, January 17, 2025
7:45 AM

1) Call to Order – Roll Call

Meeting called to order at 7:47 am by Vice President Liberty Bell.
Present: Liberty Bell; Kevin Luebke; Frank Ferree; Eric Schumacher-Rasmussen; Mike Devitt; Connie Fiegel; Mary Vogl-Rauscher; Brandon Krause
Excused: None
Also present for all or part of the meeting: Sarah Cournoyer, Library Administrator; Anita Streich, Information & Community Services Librarian; Cal Hemling, Wells Fargo Advisor; Sam Stam; Rob Meyer

2) Presentations & Reports

a) Library Board Member Introduction and Acknowledgements

Brandon Krause, newly confirmed Superintendent of Schools designee, introduced himself. The Library Board acknowledged both Sam Stam, former Library Board President, and Rob Meyer, former Superintendent of Schools designee, thanking them for their years of service to the community and library.

b) Endowment Fund Report

Hemling said the market rallied and the portfolio was valued at $2.15 million with 76% of it in cash. The Foulkes Foundation donation was in stocks which were sold and converted to cash in the money market account per the Board's direction at the December 13, 2024 meeting. He anticipates two drops in interest rates this year. He and Vogl-Rauscher would like the Board to consider the investment strategy and portfolio mix after the renovation is complete. The previous 70/30 mix may need to be more aggressive to grow the fund.

c) Financial Secretary Report

Vogl-Rauscher stated that she worked with Cournoyer and Hemling to post the Foulkes donation to the endowment fund. She presented the report as included in the packet.

d) Gifts and Acknowledgements

The Board acknowledged the gifts and donations as presented in the packet.

e) Library Administrator Report

Cournoyer highlighted several items from her report stating she submitted the grant request as directed and included the supporting information in the packet with her report; had an exploratory meeting about JobPod and will bring more information to the Board when it is available; and stated that she had toured a potential temporary location, found it eminently suitable, and was expecting cost of lease information to present to the Board at the next meeting.

3) Consent Agenda

On motion by Devitt, seconded by Fiegel, the Board approved the Consent Agenda as presented.

a) Approval of the Dec. 13, 2024 Meeting Minutes

b) Approval of Invoices Paid

c) Informational Items: Preliminary Expenditure to Budget Comparison Dec. 2024; December 2024 Monthly Report; February Events Calendar

Informational items included the preliminary December Expediture to Budget Comparison; the December 2024 Monthly Report; and the February 2024 Events Calendar.

4) Discussion & Possible Action

a) Election of Library Board President to Fill Term Until May Annual Meeting

Bell nominated Luebke for Library Board President. Luebke accepted the nomination. On motion by Bell, seconded by Vogl-Rauscher, the Library Board unanimously voted to approve Luebke as President to fill the remainder of Stam's term through the May annual meeting.

b) Fundraising Committee Update

Luebke gave a brief update. He and Vogl-Rauscher reviewed the grant request that Cournoyer had prepared. He commended Cournoyer for an excellent job. Luebke summed up the $40 for 40 Years campaign in a livestream on the Library's Facebook page, sharing that the day of giving had raised $4,840 total. He also followed up on the naming rights eligible donors from the list Cournoyer provided last month.

c) CLOSED SESSION, if necessary. Motion to adjourn to closed session pursuant to Wisconsin Statute 19.85(1)(f), considering financial data or personal histories of specific persons. Specifically, to discuss data regarding library donors and/or potential donors.

On motion by Luebke, seconded by Devitt, and by unanimous roll call vote the Board approved adjourning to closed session pursuant to Wisconsin Statute 19.85(1)(f), considering financial data or personal histories of specific persons, specifically to discuss data regarding library donors and/or potential donors, with Stam and Meyer included due to their history with the Board.

d) Reconvene in open session to take action on library donors.

On motion by Luebke, seconded by Devitt, and on a unanimous roll call vote, the Board reconvened in open session.
On motion by Luebke, seconded by Ferree, the Board approved the naming rights for patio plates for David & Amy Diljak, Mark & Lisa Killingsworth, and Kay & Jack Stellpflug; a collection shelf for Marion Slovak; and recognition for Inter-Quest/The Bank Esports, and John & Margaret Haider.

e) Renovation Project Update

Luebke gave a summary of the design meeting with PRA attended by library staff, City facilities staff, the Mayor, and PRA's team. He was impressed with their presentation of the design schematics, as well as how they listened to input from the group. He shared the initial schedule. Cournoyer stated that a revised schedule was expected next week and she will send that out to the Board. Luebke stated that the decision to proceed with either a phased construction with library operations in the building or full construction with library operations temporarily relocated to a site will need to be reached at the February 14, 2025 meeting.

On motion by Vogl-Rauscher, seconded by Devitt, the Board approved payment of PRA invoice 202501020 from AmBank endowment checking in the amount of $14,236.69. (amended)

5) Any Other Business

a) Items for future agendas

Cournoyer said the review and approval of the State Annual Report will be on the February 14, 2025 agenda. She encouraged the Board to begin thinking about meeting room policy and will bring that forward at a future date. Also necessary is a review and update of the Rules of Conduct.

b) Announcements

Cournoyer announced that the library will be having a book sale on Saturday, January 25, 2025, during the Cabin Fever Fest. The library is also hosting a craft program in collaboration with the event.

6) Adjourn

On motion by Devitt, seconded by Luebke, the Board adjourned at 8:52am.