

**Antigo Public Library
Board of Trustees
Minutes of Meeting Held May 23, 2023
Regular Meeting: 5 p.m.
McGinley Room, Antigo Public Library
Sheryl Perkins, Presiding**

Name	Attendance	Notes
Sheryl Perkins, President	Present	
Moira Scupien, Vice President	Present	
Ken Shestak, Policy Chair	Present	
Becki Kassis, Build/Ground Chair	Present	Had to leave early - emergency
Carol McDougal	Present	
Abby Mattek	Absent	
Ben Pierce	Present	
Barb Rebstock	Present	
Pam Augustyn	Present	

Others in attendance: Ada Demlow, Library Director, Judy Peterson, WVLS Board Representative

Call to Order

Perkins called the meeting to order at 5:10 p.m.

Public Comment: Peg Jopek spoke about the importance of the library and the importance of those making funding decisions to take time to come and see the library and what it does in-person.

Public Correspondence: Perkins shared communication from the Langlade Educators thanking the library director for being willing to hang around after hours to be present during their recent retirement seminar so that if there were any building needs she could help address them.

Perkins introduced our newest board member Pam Augstyn. Demlow introduced our new library services manager, Samantha Ryan, who was recently promoted from library clerk to her new role. Introductions were made around the table.

Approval of Library Board Minutes from April 25, 2023

Scupien made a motion to approve the minutes from April 25. Kassis seconded. Motion carried.

Committee Reports

- Personnel and Finance, Moira Scupien – Met May 17, approved the bills to be paid. Discussed revised job descriptions. Discussed clerk vacancy. Discussed building damage costs from the accident. Budget in good shape for this year so far.
- Policy, Ken Shestak – Met just before tonight’s meetings. Discussed the Collection Development policy and approved the second reading. Discussed the Meeting Room policy and tabled discussion for June.
- Nominating Committee – Perkins stated that the nominating committee met on May 11 and that the committee members would be the slate of officers we vote on later in the meeting.

WVLS Report Peterson reported that the WVLS Board met on May 20. The main focus of the meeting was the evaluation of the WVLS director, Marla Sepnafski. They also discussed the Joint Finance Committee public hearing in Minocqua where 22 people spoke on behalf of libraries. The next meeting is August 19 and they will be looking at updating the statistics booklet.

Approval of the Bills from April

Scupien made a motion to approve the bills. Shestak seconded. Motion carried.

Discussion of Library Accounts Statement, City-County Report, and Director's Report

Perkins confirmed that the accounts statement reflects that we don't have any outstanding issues at this time and that things are on track. Demlow shared the many partnerships that have been coming their way in the past couple of months including with White Lake Schools, North Central Technical College, the Health Department, and the State Parks program where free day passes to state parks are given out to patrons with a valid library card. We will also be partnering with the Senior Center to do an Eye Spy for them and we will be doing another Storefront Scavenger Hunt this summer featuring historical figures from our area.

Election of Officers

Perkins stated that the nominating committee had nominated her for president of the board and that the floor was open for further nominations. After three calls, Perkins closed nominations. Pierce asked Perkins if she accepted the nomination and she said yes.

Election of Board President: Sheryl Perkins

Perkins stated that nominations for board president were closed and that she was the nominee. Shestak made a motion to cast a unanimous ballot. Pierce seconded. Motion Carried.

Perkins stated that the nominating committee had nominated Ken Shestak for Vice-President of the board and that the floor was open for further nominations. After three calls, Perkins closed nominations. Perkins asked if Shestak accepted the nomination and he said yes.

Election of Board Vice-President: Ken Shestak

Perkins stated that nominations for board vice-president were closed and that Ken Shestak was the nominee. Scupien made a motion for unanimous consent. Rebstock seconded. Motion Carried.

Perkins stated that the nominating committee had nominated Moira Scupien for Treasurer of the board. and that the floor was open for further nominations. After three calls, Perkins closed nominations. Perkins asked if Scupien accepted the nomination and she said yes.

Election of Board Treasurer: Moira Scupien

Perkins stated that nominations for board treasurer were closed and that Moira Scupien was the nominee. Pierce made a motion for unanimous consent. Rebstock seconded. Motion Carried.

Appointment of Committees by Board President Sheryl Perkins

Perkins discussed committees and asked for volunteers to continue or take on new roles.

Finance and Personnel, Moira Scupien Chair

Ken Shestak
Sheryl Perkins, President
Barb Rebstock, Alternate

Policy Committee, Barb Rebstock Chair

Abby Mattek
Pam Augstyn

Building and Grounds Committee, Becky Kassis Chair

Ben Pierce
Carol McDougal

Foundation Representatives

Pam Augustyn
Barb Rebstock
Possible Alternate, Carol McDougal

Break for Pizza

Scupien made a motion that we take a break for pizza. Kassis seconded. Motion Carried.

Perkins called the meeting back to order at 6:08 p.m. She opened up discussion about our partnership with White Lake Schools.

Demlow gave a recounting of the history and conversations surrounding the proposal. Dr. Nathan Hanson, the Superintendent of White Lake Schools reached out to Demlow earlier this spring about further developing the partnership started at the start of the school year. Kristie Heistad, our youth engagement specialist, has been visiting the school for one half-day every week and he has seen great benefit to the school from this. The school does not have a staff person dedicated to working in the library so Kristie has helped grow the school's connection to both the public and school library. He wants to expand this to include getting our support for book ordering, library organizing, and family programming. His proposal is that instead of paying CESA-9 for these services he would pay the Antigo Public Library 6K annually to provide these services. The library would in turn have access to their resources in the summer.

Partnership with White Lake Schools

Pierce made a motion to contract with the White Lake Schools for the next school year. Rebstock seconded. Motion Carried.

Demlow passed out copies of the construction contract that goes along with the final proposal for Jolma. Demlow stated we already have received an invoice for the down payment and will be submitting that to the city as part of the agreement signed last year that they would forward funds to be reimbursed when grant monies are received. McDougal asked if Robin Stowe had reviewed the contract and she said that it had gone to Mike Winter. Rebstock added that we have also been working closely on this with Legacy Solar. Demlow stated that since the foundation's name is on the grant, they will receive the funds when the project is complete and reimburse the city for what they have paid. We will work closely with Kaye Matucheski throughout the process on getting bills paid according to the agreement.

Solar Project Final Proposal and Contract

Scupien made a motion that we sign the contract with Jolma. Rebstock seconded. Motion Carried.

Building Damage Update

Demlow gave an update on the building damage from the accident on April 17. The total costs were 37K. The library will be responsible for a 1K deductible since the driver was not insured. McDougal asked about putting in pillars to avoid this in the future especially since someone could have been seriously hurt. Demlow stated that Brian Grabowsky had been meeting with Mark Desotell and Kirk Packar from the city about options and they looked at what the bank uses and will be getting prices. She stated that we have to be sure the option we pick doesn't leave cars hanging out too far on the back end, thus creating a new problem.

Tail-Waggin Tutors Agreement with CAREing Paws

Demlow stated that we now have two therapy dog teams with a total of three dogs that come to the library for children to read with. We require these dogs to be registered therapy dogs and to have additional training for the human partners on how to be good literacy coaches. Our support for this training has been an organization called CAREing Paws led by Melissa Saul. She is a grant-funded non-profit that also offers support in managing your dog teams making sure they are up to date with all of their training and records, and supporting publicity for the program. We would like to have board approval of the agreement with CAREing Paws.

Agreement with CAREing Paws to support Tail-Waggin' Tutors

Scupien made a motion that we accept support for CAREing Paws. McDougal seconded. Motion carried.

There was discussion of upcoming meetings on June 27. Full board is at 5 p.m. The policy meeting will start at 4:30 instead of 4:45. Kassis will set a buildings and grounds meeting at a later date.

Rebstock made a motion to adjourn the meeting. Pierce seconded. Motion carried. The meeting adjourned at 6:39 p.m.