

BLACK EARTH PUBLIC LIBRARY – Regular Meeting 01/15/2025

1210 MILLS STREET, BLACK EARTH, WI 53515 – Zoom Meeting

1. Call to order

- a. Meeting called to order at 7:00pm.

2. Roll call of members

- a. Schuetz, Wittenwyler, Helmenstine present. Rogers and Smith present.

3. Proof of posting

- a. Schuetz read the proof of posting.

4. Adoption/amendment of agenda

- a. Helmenstine moves to approve the agenda. Wittenwyler seconded.
- b. Motion passed.

5. Public comment

- a. No members of the public present.

6. Reading and approval of minutes from 12/19/24

- a. Wittenwyler motions to approve the minutes. Helmenstine seconded.
- b. Motion passed.

7. Friends of the Library update

- a. Smith delivered the Update
- b. The Trivia fundraiser is Saturday, February 1st at 6:30pm.
- c. Fundraising up 12 percent for 2024 compared to 2022. Total for the year \$14,113.15.
- d. Memberships up 120 percent with 22 new members.
 - i. Schuetz asked why
 1. Smith said it was due to increased social media posts and the mailing that was sent out.
- e. Wittenwyler asked about the increase fundraising at the Art Auction.
 - i. Rogers stated that fundraiser included higher starting bids for the items. Also, the fundraiser was not as “new” this year.
- f. Smith stated that the Friends are in the process of deciding what to fund with the raised money. They invited the Board and the new director to propose ideas.

8. Village update (Helmenstine)

- a. Veirbeicher Contracts (Zoning and Community Park)
 - i. Helmenstine discussed the contract the village has signed to comprehensively update the zoning ordinance and also create a preliminary designed for a multi-use court at Community Park.
 1. Schuetz asked about Accessory Dwelling Units (ADU’s) being included in the update. Helmenstine said it is part of the discussion.

2. Schuetz asked if flooding concerns are being discussed for Community Park. Helmenstine confirmed that those concerns are top of mind.
- b. Helmenstine reported that the Heartland senior community is closing soon.
 - i. Schuetz asked about the zoning possibilities on that lot. Helmenstine stated that it is zoned for commercial uses and will likely stay that way, but any potential owner could pursue a Conditional Use Permit (CUP).
- c. Candidates
 - i. Helmenstine reported that the officially declared candidates that will appear on the ballot in April are-
 1. Village President (1 Seat): Terry Moyer
 2. Village Trustee (3 Seats): Tyler Munson, Nathan Cavanaugh, Jen Schuetz

9. Treasurer's Report (Schuetz)

- a. Schuetz delivered the report.
- b. Schuetz motioned to approve the report. Wittenwyler Seconded.
- c. Motion Passed.

10. Action on bills

- a. Schuetz presented the bills.
- b. Schuetz motioned to approve the bills. Wittenwyler seconded.
- c. Motion Passed.

11. Discussion/Action on comparative record of monthly bills

- a. Schuetz suggested two additional columns on the "Vendor Monthly Bills"
 - i. Comparison to the prior year's spending on a particular Vendor.
- b. Helmenstine stated that it would be helpful to have the prior 11 months every time.
 - i. Wittenwyler termed it a "Rolling 12 Month Report"
- c. No action taken.

12. Discussion/Action on Library Board trustee recruitment

- a. Wittenwyler believes the board needs all positions filled on the board soon, and believes recruitment efforts should begin before the new director comes in.
 - i. Schuetz stated that the primary requirement is that the potential member is interested in performing the role.
- b. "Looking for a community volunteer to join our team and advocate for the community."
- c. "Our primary projects are moving the library expansion project forward, continuing exciting programming, and welcoming a new director to our community"
- d. Smith and Rogers will develop recruitment materials based on the conversation.

13. Discussion/Action on new Library Director onboarding and welcome plan

- a. Wittenwyler would like to see the Board and library make an effort to welcome Director Huston to the community and plan some events and meetings for Huston to take advantage of.
 - i. Social Media: Facebook posts, Friends Newsletter, Library Utility Newsletter
- b. Kirsten described the material she has developed already.
- c. Actions to pursue: Community meet-and-greet; specific meet-and-greet with area leaders and decision-makers.
- d. Rogers asked to extend her position and pay as interim director until February 7th, 2025 to complete the pay period and assist with training the new Director.
- e. Schuetz motioned to extend the position title and pay to February 7th as requested. Wittenwyler Seconded.
- f. Motion Passed.

14. Director's Report (Rogers)

- a. Rogers discussed the grant from the Sauk Prairie Health Care Foundation and the upcoming Annual Report.
- b. Rogers thanked the Board for their support during the transition period.
 - i. Schuetz said "I am happy you are thankful, but you are not as thankful as I am."
 - ii. The Board agreed that Rogers has been exceptionally skilled and professional and has always had the trust and confidence of the board. She continues to do *wonderful things* on behalf of Black Earth and the surrounding community.
- c. Schuetz motioned to approve the report. Wittenwyler seconded.
- d. Motion Passed.

15. Future agenda items

- a. Director Welcome/Meet and Greet (Wittenwyler)
- b. Gateway to the Driftless Resolution

16. Next meeting

- a. February 18th, 7pm.

17. Adjournment

- a. Schuetz motioned to adjourn. Wittenwyler seconded.
- b. Motion Passed.
- c. Adjourned at 8:05pm