

**BLACK EARTH PUBLIC LIBRARY
1210 MILLS STREET
BLACK EARTH, WI 53515
608-767-2563**

MEETING ANNOUNCEMENT

Public notice of meeting of Black Earth Library Board

Notice is hereby given to the public and to the news media, pursuant to s. 19.84, Wis. Stats., that a meeting of the Library Board of the village of Black Earth will be Tuesday, January 16th at 7:00 p.m. The January 16th Black Earth Library Board Meeting will be held using the remote meeting platform Zoom. This link can be emailed to you by request to banderson@blackearthlibrary.org.

<https://us02web.zoom.us/j/81093410892?pwd=T2ljWEdqaDBYZzdSMjdjSUJjU0JsUT09>

Meeting ID: 810 9341 0892

Passcode: 346983

Or Dial +1 312 626 6799 using same meeting ID and passcode

1. Call to order
 - a.) 7:02
2. Roll call of members
 - a.) Schuetz, Moore, Morrow, Helmenstine
 - b.) Colby Absent
3. Proof of posting
4. Adoption/amendment of agenda
 - a.) Motioned to approve by Helmenstine, 2nd by Moore.
 - i. Passed
5. Reading and approval of minutes from 12/19
 - a.) Motion to approve Schuetz, 2nd by Helmenstine.
 - i. Passed
6. Public comment
7. Friends of the Library update
 - a.) Koenig
 - i. Trivia Night on February 3rd.
 - ii. Monthly meeting is tomorrow.
 - iii. The Friends are looking for more board members.
8. Village update (Morrow)
 - a.) The village met on January 10th, and Morrow delivered the Library Director's report to the board.
 - b.) Schuetz asked about the new village office assistant.
 - i. Dani Eastman accepted the role, will start on Jan 24th.
9. Treasurer's Report (Schuetz)
 - a.) Library spent down a donation.
 - b.) SCLS Fund rose by a significant amount again.
 - c.) Helmenstine motioned to approve, 2nd by Moore.
 - i. Passed
10. Action on bills
 - a.) Amount Changes
 - i. FEH - \$1524.55 changed to \$1524.56
 - ii. Rodgers, Kirsten: \$95.87 to \$96.87
 - b.) Director informed board that January is usually a month with many bills, so this report is not abnormal.
 - c.) SCLS - January: A once a year charge for several services provided by the SCLS to member libraries.
 - i. Prorated based on library size.
 - d.) WT Cox - January: A once a year charge for the periodical subscription
 - i. A few less titles as a part of this subscription due to some magazines becoming fully digital.

- e.) Schuetz motions to approve, 2nd by Moore.
 - i. Passed
- 11. **Discussion** on fundraising feasibility study
 - a.) Director delivered updates on payment and contract status for the Sweeny Group.
 - b.) Director reminded the board that January 23rd is the kick off meeting for the feasibility study.
 - i. Currently 2 Library Board, 2 Friends members, and some other potential members.
 - ii. Still looking for more folks that could come.
 - iii. Board members were encouraged to email the Director names of people who may be interested in attending.
- 12. **Discussion** on building project updates
 - a.) Director reported that two of the sites explored in the early stages of the project are no longer available.
 - i. The Cenex Site and the Church Site are no longer available.
 - b.) Koenig reported potential information about the Church Site.
 - i. Morrow stated the current owner's could be found via public records.
 - ii. Schuetz reported that the board would be open to receiving a building as a gift to the library.
 - c.) Helmenstine discussed the possibility of a multi-use site
 - i. Schuetz inquired how well a large project would be received by the community.
 - ii. Schuetz inquired if FEH has experience with this type of project.
 - 1. Director stated that such a project would need a developer and would need to ask.
 - iii. Director stated that the idea of housing in the project.
 - iv. Koenig inquired if the developer assists with the costs.
 - 1. Helmenstine said that the developer assists with property costs.
 - v. Schuetz asked if developers usually use a condominium agreement in this type of project.
 - 1. Helmenstine said that he is only aware of that model.
 - vi. Morrow stated that there are many questions to be answered, but it is a good idea to pursue.
 - d.) Helmenstine also mentioned multi-use site with a Legion Hall.
 - e.) Director mentioned that Munson, on the village board, is writing a grant for economic development. These funds have the potential to support the Library Project.
- 13. **Discussion/Action** on strategic plan
 - a.) The Director reviewed the process for the last strategic plan. The last one was an intensive process, and likely does not need as much work. However, the board has the ability to start another in depth process.
 - b.) The Director asked for initial feedback.
 - i. Schuetz : Page 5 - "Our Vision", the formatting if "Dis-Cover" does not look good.
 - ii. Schuetz: Page 15 - "History and Culture", please fix the carriage return issue.
 - iii. Schuetz - What do we do for the new version?
 - 1. Director - Update demographics and use statistics. However, we can likely keep the mission and vision the same. These are still effective. Instead we would focus on seeing new goals.
 - iv. Schuetz: Please remind the board of Shawn's role
 - 1. Director -

- c.) Director requested that the board members send feedback to her and indicated that Shawn would be invited to the next meeting to assist the board in the process.
 - i. Schuetz - Please request that Shawn send prompts to the board.
- 14. **Discussion** on Collection Development Plan
 - a.) Director reviewed the new Plan.
 - b.) Director reviewed the new selection schedule.
- 15. Director's Report (Anderson)
 - a.) The Director delivered the report.
 - b.) Schuetz inquired about "Library Scavenger Hunts"
 - c.) Morrow discussed the village's positive reaction to the blood pressure programming at the library.
 - d.) Morrow reported that the Emergency Management Committee discussed partnering with the library for an OAK (overdose aid kit) box.
 - i. Director discussed additional well being devices that she is open to bringing to the library.
 - e.) Schuetz moves to approve, Morrow 2nds.
 - i. Passed
- 16. Future agenda items
 - a.) Fundraising Feasibility Study.
 - b.) Strategic Plan Review.
 - c.) Annual Report.
- 17. Next meeting
 - a.) February 20th
- 18. Adjournment
 - a.) Helmenstine motioned to approve, Schuetz Seconded.
 - b.) Passed
 - c.) Adjourned at 8:11Pm

Bailey Anderson, Director

PROOF OF POSTING:

A copy of this notice was delivered to the following on 1/12/2024:

Emailed to the Star News, the official newspaper for the Village. Posted at the Black Earth Municipal Building, the Black Earth Post Office, and the Black Earth Library Web Page (www.blackearthlibrary.org).

Please Note: IF YOU NEED ASSISTANCE IN ORDER TO ATTEND THIS MEETING, PLEASE CALL THE LIBRARY AT 608-767-4905.