

Black Earth Library Minutes 10-16-18

Tuesday, October 16, 2018 at 7:00 p.m. in the library.

Agenda:

1. Call to order

7:00 Angie called to order

2. Roll call of members

Angie, Gary, Brian, James, Heather, Shellie B, and Carolyn present

3. Proof of posting

Read

4. Adoption/amendment of agenda

Gary moved to adopt the agenda

Heather seconded

Approved

5. Reading and approval of minutes

James moved to approve the minutes

Gary seconded

Approved

6. Friends of the Library report

Friends hosted the 7th annual Trivia Night--generated about ~\$500 for BE and Mazo Friends group (each)

Friends are buying the cake for the 11/1 birthday celebration.

7. Treasurer's Report

Brian provided his report

Gary moved to approve the report

Heather seconded

Approved

8. Adoption of mission/vision statement

Vision: The Black Earth Public Library provides opportunities for free and equitable access to learn, discover, create, and connect.

Mission: The Black Earth Public Library and its staff provides inspiring programs, services, and materials for the community's educational, informational, cultural, and recreational needs in a welcoming and respectful atmosphere.

Gary moved to approve the adoption of the mission and vision

Angie seconded

Approved

Next steps: Core Values meeting 12/3 at 4:30-5:30 pm

9. 2019 Budget proposal discussion/action

Carolyn, James, Shellie attended budget meeting 10-15-18

Library was granted an extra 0.5 position at last night's meeting

Angie will need to sign the new budget proposal. Big change will be to make the \$15/hour rate with less benefits.

There will be an increase in utilities (\$160) as well based on predictions from Shellie

Whole budget will be approved at November 13th meeting

Gary motioned to approve new budget

Angie seconded

Approved

10. Discussion/action on possible property purchase

Shellie--talked with Adlers would like to get this potential deal done by 12/31/18 deadline

James--would the Adlers be willing to donate a section of the property with possible naming rights

Shellie--write it up, what would you want in the deal? They would be willing to work with us as long as we don't low ball them. Potentially willing to contribute to the library development later.

Gary--How do we go about purchasing the property? No idea.

Discussion and review of the questions submitted to Shellie (Library Board Meeting email 10/16/18)

Shellie--First step: new appraisal of the properties would be done if the village were to look at purchasing it. Shellie does have a couple of firms that could work with us on this.

Parking depends on the size of the new library. Stalls are determined by ordinance related to size. Where is determined by design of the building. Doesn't think there will be any restrictions other than having enough stalls.

James--first lot make sense for the parking

Carolyn--municipal parking lot (Ben recommendation) open to other options

Gary--like the idea of pushing the library up to the front and making it obvious that the library is part of the downtown.

Gary--plan to keep properties as rentals

Discussion related to the interior of the properties, etc.

Shellie--village buys property, save money because it becomes tax exempt. Does the village want to be landlords? No. Does the library want to take on that role? No. This is something that needs to be a community discussion between the library and village board as to how that will be handled.

WEDC--Shellie contacted them they are not able to handle this. Dane Co is interested Peter Ouschakopf got back to us and is very willing to work with us. Do we anticipate adding staff? This could increase our chances of getting funding because the county is all about supporting job creation. State Loan Trust Fund lender--borrowing 4.25% last year on a loan the village had. 5 or 10 year loan. Village would have to levy the cost of the property on taxes. This could be a space for the American Legion, community use, new post office, sheriff's office

expansion. New library would be open to hosting many of the community meetings. Carolyn would not want to be a competing community space.

Cambridge comparison?

James--New library--would the county put in new money? Possible funds for acquisition and possible clean up. There are additional requirements to meet this. Dane Co operating budget--would this provide any money for the library?

Carolyn--yes because it's based on a three year average of the average square footage of the library.

How will we pay for hiring new staff, payments on building, etc..

Next steps:

- List of what we want in the library
- Get appraisal scheduled (may take up to 30 days) \$1500/\$2000 to do the appraisal. May be per parcel, may be all together. Shellie will call and get an estimate and will find out how long it would take and how soon it could be done.
- Shellie will also get the ball rolling on the grant info related to Peter Ouschakopf
- Get meeting with Village board set up to see if the project would be approved to move forward. Options: October 30? November 7?
- Offer to Adlers with enough time to close by 12/31/18

Questions to prepare for:

- Size consideration--how are we adapting with the changes in technology to account for an increased need for space?
- What is the library's investment?
- What is the hoped timeline--how long will the houses stay? When will construction happen?
- Village contribution will probably be small--think about other comparisons for property and Friends contributions etc.
- Village will need to look for overhead costs in the new bigger building...
- Possible options to make the ongoing operating costs lower--making the building energy efficient on the front end may cost more.
- Identify specific spaces that we need in order to determine the needs of the library building

Refer to village comprehensive plan for methodology of how the library square footage was determined in future projections.

11. Action on bills

Motion to approve Angie

Seconded Brian

Approved

12. Director's Report

Carolyn shared the Director's Report

James motion to approve the Director's Report

Heather seconded

Approved

13. Any other business that may legally be brought before the board

James is talking with the manager of the Kwik Trip to see if you show a BE library card you can get an apple or banana, etc. Still in discussion.

14. Adjournment

Gary to adjourn

Heather seconded

Approve

Meeting adjourned at 8:22 p.m.