

Bloomington Library Board Meeting

January 13, 2025 at 4:30 pm

Bloomington Public Library

Bloomington, WI

- I. Call to Order - Robert McLimans called meeting to order at 4:30 pm
- II. The Pledge of Allegiance was recited.
- III. Library Board Meeting Agenda has been duly posted – Village Hall, US Post Office, Peoples State Bank and Clare Bank bulletin boards. Website: villageofbloomington.com
- IV. Roll Call - Present: Robert McLimans, Kiersten Teumer, Tish Burmeister, Laura Tolle
Absent: Erin Kluesner

Approval of Minutes from November 4, 2024

- A. Tish Burmeister made the motion to approve the November 4, 2024 Bloomington Library Board meeting minutes, seconded by Kiersten Teumer. Motion carried by voice vote 4-0.
- V. Angela Noel, Southwest Library System Director
Trustee Essentials: Handbook is available at
<https://dpi.wi.gov/sites/default/files/imce/libraries/Publib/Gov-Admin/2020TrusteeEssentials.pdf>
dated 2020 by Wisconsin Department of Public Instruction
 - A. Chapter 1: The Trustee Job Description
 - 1. Wisconsin residents can use most libraries within Wisconsin except for Milwaukee County because it is a class A library.
 - 2. Attend and be prepared for meetings
 - 3. Good relationship with the local municipality
 - 4. Library policy – creating, reviewing all library policies
 - a) 8 CORE policies need to be updated by the end of 2025
 - 5. Determine wages and raises; and
 - a) Closed Session at x time. Board exited closed session at x time. No minutes in closed session.
 - b) Motions occur after the Closed Session. Minutes needs to include wages amount or percent increase, number of hours. The motion and vote needs to be done in Open Session.

6. Assist in hiring, supervising, and evaluating the Library Director
 - a) Recommended to due an annual review.
 - b) Sample of Evaluations – then modify to fit our library
7. Community Connection
8. Civic Groups and Public Officials
 - a) Schools
 - b) 4H

B. Strategic Plan - Angela Noel will be sending us a copy of the Southwest Library System strategic plan. This will help us see the big picture. 3 to 5 year Strategic Plan

VI. **Approval of Accounts of Payable** – Kathy Valdovinos

- A. prepared by Shawna Atterbury and verified by Kathy Valdovinos
- B. Robert McLimans made a motion to approve the Accounts Payable, seconded by Kiersten Teumer. Motion carried by voice vote 4-0.

VII. **Library Director's Report** - given by Kathy Valdovinos

- A. Purchased a Sony digital voice recorder to record minutes at meetings
- B. Purchased a new desk chair to replace the public computer chair
- C. Items that need to be disposed - 2 old desk chairs moved to Waste Water Plant
- D. Purchased boxes of Scholastic books to give at children's events – all age groups
- E. Purchased a 400# steel garden cart to move books from the downstairs storage to the main library. Cost \$98 from Amazon.
- F. Amazon deliveries will be dropped off at Kathy Valdovinos's house instead of leaving packages on the street.
- G. Library Statutes and Blue Books – would the local high school Civics class be interested in them? Do not need to keep old copies of the Statutes.

VIII. **History Room Update** - given by Jim Warczak

- A. Try to set regular hours for the History Room and then publicize them

IX. **OLD BUSINESS**

- A. Library staff received Christmas cards and their Christmas bonuses. Board received thank yous.
- B. Revisit Drop Box Discussion

1. Kathy will email other library directors in the area about unused drop boxes to see if Bloomington Public Library could use it. Fennimore is building a new library building that will probably have an internal book return. Reach out to Kathy to see if we can use one of their Drop Boxes. Richland Center - Stacy may have an extra Drop Box that they are not using.
2. New Drop Box is about \$3000 - \$4000

X. NEW BUSINESS

XI. Comments and Concerns

A. Angela Noel's comments

1. Call Meeting to Order
2. Pledge
3. Duly Posted Library Board Meeting
4. Approve Agenda and make changes to the existing order of the agenda as necessary. (cannot add things to the agenda)
5. Approve Minutes from the past meeting
 - a) Consent Agenda – approves the agenda, minutes, and financial report all at once. This lumps the pieces together instead of a piece by piece approval. Most library boards still take piece by piece for approval. The Southwest System does not use Consent Agendas.

XII. Next Bloomington Library Board Meeting - Wednesday, February 19 at 4:30 pm in the Library.

- A. System Annual Report is due to the State by March 1.
- B. System Annual Report is due to the Southwest Wisconsin Library System by Fri. Feb. 21, 2025 to allow for time to double check report.

XIII. Adjourn: Robert McLimans made the motion to adjourn the meeting, seconded by Tish Burmeister. Motion passed by voice vote 4-0. The meeting was adjourned at 5:22 pm.