Finance Committee of the City of Stoughton
Tuesday, June 27, 2023 at 6:00 p.m.

The meeting was a hybrid meeting located in the City Council chambers of the Public Safety Building at 321 S. Fourth St as well as concurrently held via Zoom.

Committee members present: Brett Schumacher (Chair), Lisa Reeves (Vice Chair), Leonard "Ozzie" Doom, Ben Heili (remote), Greg Jenson, Tim Swadley (Mayor, ex-officio) and David Thomas
Members absent: None
Guests present: Tyler Denig, Dave Ehlinger, Dan Glynn (remote), Rodney Scheel and Shannon Statz

1. **Call to order** – Schumacher called the meeting to order at 6:02 p.m.
2. **Roll call and verification of quorum** – All members were present.
3. **Certification and compliance with open meetings law** – No discussion
4. **Public comment** - None
5. **Communications**
    a. **Wisconsin Women's Business Initiative Corporation strategic plan** – Ehlinger indicated this plan was recently received and was provided for information only.
    b. **Walmart property tax guarantee payment 06-19-2023**
    c. **Tru by Hilton delinquent room tax payment 06-21-2023 –** Ehlinger indicated that both Walmart and Tru by Hilton paid the outstanding amounts, presumably based upon holding their liquor licenses until payment was received.
6. **Reports**
    a. **Bank reconciliation 05-31-2023**
    b. **Cash summary by fund 05-31-2023**
    c. **Check reconciliation 05-31-2023**
    d. **Journal entry report 05-31-2023**
    e. **Budget amendment report 05-31-2023**
    f. **Receipt register 05-31-2023**
    g. **Revenue / expenditure report – City Council 05-31-2023**
    h. **Revenue / expenditure report – Finance Department 05-31-2023**
    i. **Revenue / expenditure report – General Revenues 05-31-2023**
    j. **Bal Sheet – Rev Exp – Affordable Housing Fund 05-31-2023**
    k. **Bal Sheet – Rev Exp – ARPA fund 05-17-2023**
    l. **Bal Sheet – Rev Exp -- Redevelopment Authority 05-31-2023**
    m. **Bal Sheet – Rev Exp – Shared Ride Services 05-31-2023** – Ehlinger indicated that the check reconciliation report is essentially part of the information on the bank reconciliation report. By consensus, it was agreed to not include the check reconciliation report in future years. There were no questions on any of the reports.
7. **Approval of minutes of June 13, 2023** – Motion by Jenson/Thomas to approve the minutes as drafted. The motion passed 7-0.
8. **R-xxx-2023 Magnolia Springs wetland and woodland restoration plan** – Glynn spoke about the restoration plan and resolution. Motion by Reeves/Doom to recommend approval to the Common Council as drafted. The motion passed 7-0.
9. **R-xxx-2023 Second renewal period Stoughton Utilities real estate lease** – Ehlinger and Statz talked about the proposed changes to the real estate lease. Motion by Heili/Jenson to recommend approval to the Common Council as drafted. The motion passed 7-0.

10. **Discussion and possible action regarding timing of payment to Stoughton Area Community Foundation for American Rescue Plan Act (ARPA)** – Ehlinger indicated the City is averaging about $800 in investment income each month on ARPA funds posed the question of timing of the payment to the Stoughton Area Community Foundation as they anticipate sending checks out in mid-November. Motion by Thomas/Reeves to hold the ARPA funds until getting closer to the grant award disbursement date and forward this information to the Common Council for their approval in the interest of full disclosure. The motion passed 7-0.
11. **R-xxx-2023 Amend 2023 adopted budget for Library HVAC system evaluations** – Scheel discussed the proposal and Ehlinger explained the proposed changes to the budget. Motion by Reeves/Jenson to recommend approval to the Common Council as drafted. The motion passed 7-0.
12. **R-xxx-2023 Amend 2023 adopted budget for Sustainability Committee** – Ehlinger explained the amendment was needed to give the committee the remainder of the full $10,000 that was appropriated in the prior year. Motion by Doom/Reeves to recommend approval to the Common Council as drafted. The motion passed 7-0.
13. **R-xxx-2023 Acceptance of Tax Incremental Districts financial statements 12-31-2022** – Ehlinger explained it is past practice for the Common Council to accept financial statements prepared by the outside audit firm. General discussion took place on the location of the various Tax Incremental Districts (TIDs) and the general status of each. Swadley noted that the resolution title needs to be corrected before being placed on the Common Council agenda. Motion by Jenson/Thomas to recommend approval to the Common Council of the updated resolution. The motion passed 7-0.
14. **Future agenda items**
    a. **July 25, 2023**
        i. **June fiscal reports**
        ii. **Acceptance of City of Stoughton 2022 financial reports and management report**
    b. **To be determined – Creation and/or modification of city policies**
        i. **Future treatment of costs eligible for special assessments and related interest rate**
        ii. **Updates to fund balance policy, including policy specific to K-9 Fund**
        iii. **Potential revisions of Capital Improvement Plan and Debt Management policy**
        iv. **Update policy regarding city asset disposal**
    c. **To be determined – Other**
        i. **Update regarding marketing of ARPA business revolving loan program**
        ii. **Yahara Riverfront Development developer and property sale agreements**
        iii. **Municipal Court receivables / debt collection policy**
        iv. **Creation of overlay downtown Tax Incremental District** – No addition items were requested.
15. **Adjourn** – Motion by Jenson/Thomas to adjourn at 6:46 p.m. The motion passed 7-0.

Respectfully submitted,

David P. Ehlinger, CPA
Director of Finance/Comptroller
City of Stoughton

Plan Commission Meeting Minutes
Monday, June 12, 2023 at 6:00 pm
Hybrid Meeting

Members Present: Mayor Swadley, Chair; Brett Schumacher; Phil Caravello, Vice-Chair; Tom Majewski; Dorann Bradford and Al Farrow
Members Absent: Tom Robinson
Staff: Director of Planning and Development, Rodney Scheel; Zoning Administrator, Michael Stacey
Guests: Bruce Hollar; Justin Hanson; Dustin Oler; Dan Hanson and Dean Slaby.

1. **Call to Order.** Mayor Swadley called the meeting to order at 6:00 pm.

2. **Roll call and verification of quorum.** Mayor Swadley verified a quorum is present.

3. **Certification and compliance with open meetings law.** Mayor Swadley certified compliance with open meetings law.

4. **Plan Commission meeting minutes of May 8, 2023.**
   Motion by **Caravello** to approve the minutes as presented, 2nd by **Majewski**. Motion carried unanimously.

5. **Council Representative Report.**
   Caravello stated the Common Council approved resolutions 81, 82, and 83 of 2023.

6. **Status of Current Developments.**
   Scheel introduced the status of developments as outlined in the packet of materials including the recent urban service area amendment public hearing for Stone Crest and that the paper work has been filed for the urban service area amendment for the Stoughton Trailers development area.

7. **Specific Implementation Plan for Lot 1 at 51 West Subdivision.**
   Scheel gave an overview of the specific implementation plan and noted the developer has applied for preliminary plat approval to create twin home lots at lots 1, 3 and 4.

   Motion by **Schumacher** to approve the specific implementation plan as presented, 2nd by **Bradford**. Motion carried unanimously.

8. **Planned Development Concept Plan for 211 Water Street.**
   Scheel gave an overview of the concept plan.

   Dustin Oler explained the intent of the request is to create some affordable housing downtown which appears to be the best use for the property.

Caravello questioned what is meant by affordable housing. Dustin Oler stated the apartments would be market rate with studio apartment rents at $850-$950; 1 bedroom at $1000 and 3 bedroom at $1700.

Majewski questioned if sustainability measures such as solar have been considered. Dustin Oler stated they are looking into costs.

Majewski questioned what the plan is for parking as this will need to be figured out in order to gain approval. Dustin Oler would like to work with the City to find surface parking options.

Farrow stated the north public parking lot may have some available capacity for parking.

Scheel stated the public parking is available for anyone to use as do other downtown apartment tenants.

Farrow stated the south public parking lot appears to be underutilized.

The Commission discussed what would normally be the parking requirement for apartments.

Dustin Oler stated they have been keeping a log of the number of available parking stalls in the north public parking lot throughout the day and found that there has been an average of 39 open stalls.

Farrow questioned if a log has been kept for the south public parking lot. Dustin Oler stated they have not kept a log for that lot but it appears there are always many stalls available there.

The Commission discussed the limitations of the north lot with 48 hour and 3 hour parking requirements in place.

Scheel stated a survey will be necessary to verify there is enough area on the subject property to accommodate the proposed exit ramp on the north side of the property.

9. Future agenda items.
STI preliminary plat and rezoning.
Preliminary plat for Lots 1, 3 and 4 at 51 West Subdivision.
Preliminary condominium plat for Lot 6 at 51 West Subdivision.
Preliminary condominium plat for 839-981 N. Page Street.

10. Adjournment.
Motion by **Majewski** to adjourn at 6:30 pm, 2nd by **Caravello**. Motion carried unanimously.

Respectfully Submitted, Michael Stacey

COMMISSION ON AGING MEETING MINUTES
Tuesday, June 6, 2023
Stoughton Area Senior Center

Present: Roz Gausman, Lou Havlik, Barb Manson, Bob McGeever, Lisa Reeves, Jeanne Schwass-Long, David Sharpe, David Thomas, Sue Wollin
Staff Present: Cindy McGlynn, Hollee Camacho
Absent & Excused: Faith Schuck, Sue Springman

Call to order: L. Havlik called the meeting to order at 11:01 AM.
May Minutes: Moved by B. McGeever, seconded by R. Gausman to approve with discussed edits; passed unanimously.

Director Comments: C. McGlynn
- Thanks to Jim Ottney, our neighbor, who has planted flowers in our flower boxes and along the river/park. We are looking for a volunteer(s) to water the flowers on a regular basis.
- We earned over $2000 at the Brat Fest. We received 120 brats from the Brat Fest organization and purchased more to cook and sell 420 brats.
- We are halfway in reaching our fundraising need of $29,500 to go towards Center operations.
- We have two summer fundraisers planned: Summer Concert at Nordic Ridge Park on July 11 and Coney Dog and dessert sales at Gazebo Musikk on August 10. Both are evening events.
- We are working on moving to a new database.
- Cindy sent around the current listing of COA committee assignments and asked members to review and change committees if they choose. There are still some open spots for the Program Committee.

Construction Update:
- Construction is complete next door. Some fitness groups are beginning to use the space. WiFi and A/V equipment have been set up and tables were just delivered. Chairs will arrive in July. We will have an open house once all is in order.
- Wood shop expansion is complete. This makes the Yahara Room five feet shorter. Some groups are showing interest in moving to larger spaces.
- The Loan Closet remodel is complete too. We are pleased with the wall removal and reorganization.

Staff Updates: C. McGlynn
- We have an accepted offer for the Office Assistant position! The person will be announced once background checks and physical is completed. Thanks to Lou and Faith for sitting in on the interviews.

Accreditation Update:
- Cindy is putting together a committee for the re-accreditation process; she is still in need of a handful of members. She currently has a nice mix of townships, businesses, school and city officials. Please send Cindy an email if you're interested or know someone who might want to

participate.

- The first full committee meeting will be held in June. From there, members will be divided into sub-committees to review our organization and determine areas for improvement. There are nine standards, so some members may be assigned more than one sub-committee.
- Sub-committees will work separately and come back to review as a whole group. The goal is to finish the process in six months, with 6-7 meetings that are no more than one hour.

Committee Reports: no news

Legislative Update: no news

Meeting Adjourned: Moved by D. Sharpe, seconded by B. McGeever to adjourn the meeting. Carried unanimously. Meeting adjourned at 11:17 AM by L. Havilk.

Next Meeting: Tuesday, July 11, 2023 at 11:00 AM -Note date change due to holiday

Landmarks Commission Meeting Minutes
Thursday June 8, 2023 – 6:30 pm
Hybrid

Members Present: Todd Hubing, Chair; Kimberly Cook, Secretary; Alan Hedstrom; Lisa Reeves; Peggy Veregin and Greg Pigarelli, Vice-Chair.
Staff: Michael Stacey, Zoning Administrator
Absent: David Udstuen
Guests: None

1. **Call to order.** Hubing called the meeting to order at 6:30 pm.

2. **Roll Call and Verification of Quorum.**
   Hubing verified a quorum is present.

3. **Certification and Compliance with Open Meetings Law.**
   Hubing stated the meeting was noticed and is open to the public.

4. **Elect Chair.**
   Reeves nominated **Hubing** as Chair, 2nd by **Hedstrom**.

   Hubing nominated **Cook** as Chair, 2nd by **Hedstrom**. Cook declined.

   Hubing requested additional nominations 3 times before closing the nominations. There were no other nominations.

   The nomination for Hubing as Chair was unanimously approved.

5. **Elect Vice-Chair.**
   Hedstrom nominated **Pigarelli** as Vice-Chair, 2nd by **Reeves**.

   Hubing requested additional nominations 3 times before closing the nominations. There were no other nominations.

   The nomination was unanimously approved.

6. **Elect Secretary.**
   Reeves nominated **Cook** as Secretary, 2nd by **Hedstrom**.

   Hubing requested additional nominations 3 times before closing the nominations. There were no other nominations.

   The nomination was unanimously approved.

7. **Consider approval of the Landmarks Commission meeting minutes of April 13, 2023 and May 31, 2023.**
   Hedstrom stated item #12 on the April minutes has a typo. Stacey will correct.

Motion by **Reeves** to approve the minutes as corrected, 2nd by **Hedstrom.** Motion carried unanimously

8. **COA request for 620 S. Prairie Street.**
The Commission discussed the COA request. The project is already completed.

Motion by **Veregin** to approve of the COA as presented, 2nd by **Pigarelli**. Motion carried unanimously.

9. **Approve mini-grant finished project for 620 S. Prairie Street.**
The Commission discussed the mini-grant completed project.

Motion by **Veregin** to approve of the mini-grant completed project as presented, 2nd by **Hedstrom**. Motion carried unanimously.

10. **COA request for brick repair at 324 S. Page Street.**
The Commission discussed the COA request including the following:
- Type "N" mortar should be used to match the existing mortar;
- Grinding should be done at only the width of the mortar as to not damage the bricks.

The Commission discussed possible reasons for the wall leaking.

Motion by **Veregin** to approve of the COA with the conditions discussed, 2nd by **Pigarelli**. Motion carried unanimously.

11. **Approve mini-grant finished project for 126 E. Washington Street.**
The Commission discussed the mini-grant completed project. The cost came in at $1,950 and the mini-grant will pay up to half of the cost.

Motion by **Hedstrom** to approve of the completed project as presented and pay out $975 for the mini-grant, 2nd by **Cook**. Motion carried unanimously.

12. **Local District Plaques.**
Stacey provided mock-ups for the 7 proposed Local Landmark plaques. Veregin will proof the mock-ups.

13. **Historic Downtown Local District.**
Veregin suggested the Commission should have an informational meeting now that the district has been approved. Consensus is that September would be a good month for a meeting.

Stacey stated the Commission should seek proactive exterior inspections that could tie into the mini-grants.

The Commission discussed whether painting of brick should be allowed. The consensus was that existing painted brick could be retained in the same color but no changes in color should be allowed. Paint causes moisture problems for the brick joints.

Veregin stated there is a product called Peel Away to remove paint from brick.

Hedstrom provided receipts from Local District work he had done.

14. Community Engagement.
The Commission plan to have an informational meeting in September and send notices to all property owners in the new local district.

15. Commemorative Signage for the Riverfront Redevelopment.
Hubing and Hedstrom were both at the last meeting as the committees from signage and for the old school campus were combined.

Hubing stated the signage size and location have been decided.

Hedstrom stated the sign with a QR code for the old school campus will be at the corner of Forrest and North.

16. Commission Reports/Calendar.
Nothing discussed.

17. Future agenda items.
Mini-grant extension and COA for 130 E. Main Street.

18. Adjournment.
Motion by **Hedstrom** to adjourn the meeting at 7:45 pm, 2nd by **Cook**. Motion carried unanimously.

Respectfully Submitted,

Michael P. Stacey

PARKS AND RECREATION COMMITTEE OF THE CITY OF STOUGHTON
Tuesday, April 18, 2023
This meeting was done hybrid
In-Person Option: Stoughton Council Chambers (321 S. Fourth Street)
Virtual Option: Join Zoom Meeting
https://us02web.zoom.us/j/89754288561?pwd=SEd0M1RKV3hXZEloUnU3eXZrMzl ydz09 Meeting ID: 897 5428 8561 Passcode: 230955
One tap mobile +13126266799,,89754288561#,,,,*230955# US (Chicago)
+16469313860,,89754288561#,,,,*230955# US

Present: Alderpersons: Phil Caravello, Regina Hirsch, Joyce Tikalsky, Ethan Scheiwe, Mayor Tim Swadley and Parks & Recreation Director Dan Glynn

Absent: Jim Brandt, Frank Raff
Guest: None

Call to Order: chairperson Tikalsky called the meeting to order at 5:15 pm

Approval of Minutes from February 21, 2023
Motion to approve the Minutes from February 21, 2023 by Caravello, seconded by Scheiwe

Motion carried unanimously

Communication-Thank you to Alder Tikalsky

Directors Report-No questions or comments

Virgin Lake Trail Alignment Roby Rd-51

Motion to recommend moving forward with Option 1 of the Virgin Lake Trail Alignment Roby Rd., contingent on offering the Condo Association the opportunity to accept an offer from the city to purchase easement rights by Hirsch, seconded by Caravello

Motion carried unanimously

Authorizing the Director of Parks & Recreation to submit a grant application for Mandt Park Improvements

Motion to authorizing the Director of Parks & Recreation to submit a grant application for Mandt Park Improvements by Hirsch, seconded by Caravello

Motion carried unanimously

Youth Center Passenger Van Lease

Motion to recommend Youth Center Passenger Van Lease by Caravello, seconded by Hirsch

Motion carried unanimously

Future Agenda Items

Cell Tower Lease
STI Development
Virgin Lake Trail Easement update

Motion to adjourn by Caravello seconded by Hirsch
Motion carried unanimously at 5:43 pm

PARKS AND RECREATION COMMITTEE OF THE CITY OF STOUGHTON
Tuesday, May 16, 2023
This meeting was done hybrid
In-Person Option: Stoughton Council Chambers (321 S. Fourth Street)
Virtual Option: Join Zoom Meeting
https://us02web.zoom.us/j/89543757905?pwd=QmxWUklMeGx6clZwQ2Z3a3JncG 8wZz09
Meeting ID: 895 4375 7905 Passcode: 145356

Present: Alderpersons: Phil Caravello, Regina Hirsch, DJ Payton, Jim Brandt, Mayor Tim Swadley and Parks & Recreation Director Dan Glynn

Absent: Frank Raff, Ethan Scheiwe
Guest: Emily Barr, Tyler Denig

Call to Order: Mayor Swadley called the meeting to order at 6:04 pm

Election of a Chair
Motion to nominate Caravello as Chair by Hirsch

Motion carried unanimously

Election of a Vice Chair
Motion to nominate Payton as Vice Chair by Caravello

Motion carried unanimously

Approval of Minutes from April 18, 2023
Motion to approve the Minutes from April 18, 2023 by Payton, seconded by Hirsch

Motion carried unanimously

Communication-None
Member Communications-None

Directors Report-Director Glynn reviewed Director Report, highlighted Riverfront trail and projects, Virgin Lake Trail

Trail Naming Policy-Discussion included modifications, no action taken, will come back at future meeting

2464 County Highway A Acquisition

Motion to go closed session per State Statute 19.85(1)(e) for the purposes of deliberating or negotiating the purchase of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reasons deem a closed session necessary by Caravello, seconded by Hirsch. The City Council may reconvene in an open session to discuss and take action on the subject matter discussed in the closed session

Future Agenda Items

Trail Naming Policy
STI Development

Motion to adjourn by Hirsch seconded by Payton
Motion carried unanimously at 7:28pm

River and Trails Task Force Minutes
May 1, 2023
City Hall Conference Room

Present: Jon Lewis, Jim Wilcox, Sandra Black, Nancy Hagen, Joni Dean, Larry Liebmann, Jim Killian, Dan Glynn.

CALL TO ORDER

1. Call to order: The meeting was called to order at 1738.
2. Approval of March 6, 2023 Minutes: With an amendment to Old Business, #4, Nancy's name was amended to Sandra.
3. Communications: The Scouts will be installing new interpretive signs this weekend.
   Project Updates:
   a) Riverfront: Dan shared a slide of the potential Mandt Park Site Plan. He still needs three permits for the water park. He submitted a grant application for this plan last week.
   b) Cell Tower: No update regarding Dan's communication regarding asking for $30,000 and whether that amount will increase each year with inflation. It is planned the money will be used for trail funds.
   c) Feasibility Study: Preliminary results reveal a community recreation center including a sports complex and soccer fields at the Stoughton Trailers site.
   d) North Trail Easements: Dan is working on connecting easements for this trail.
   e) Eggleson's Woods Park Development: Dan shared the Master Plan for discussion.
   f) Tee Nasak Park (KPW) Master Plan: This is close to 20 acres and Dan shared a summary of the stakeholder meetings.
   g) Virgin Lake Trail: The revised trail alignment was shared.

OLD BUSINESS

4. Trail Naming: The naming of trails has been delegated from the Community Affairs Committee to the River and Trails Task Force.
5. Earth Day Trail Cleanup: It was a cool day but approximately 40 folks attended to clean-up including the Scouts.
6. Election of a Chair: Nomination by Nancy with a second by Joni to approve Jim Killian as the continued Chair.
7. Election of a Vice Chair: This will be postponed until the next meeting.
8. Future Agenda items: None.

ADJOURNMENT
The meeting was adjourned at 1857.

Respectfully submitted,
Joni Dean

Public Works Committee
Thursday, June 15th, 2023
(Hybrid Meeting)

Members Present: Tom Majewski, Kay Rashka, Lisa Reeves, Mayor Tim Swadley & Rachel Venegas

Absent/Excused: Jeffrey Bartzen, Ben Helli & Planning Director Rodney Scheel

Staff: Public Works Director Brett Hebert

Guests:

Call to Order: *Hebert* called the meeting to order at 6:02 PM

1) Communications:

- *Director Hebert* stated that Jeffrey Bartzen has moved and will no longer be on the Committee so we will need to find a replacement.
- *Director Hebert* advised that work has started at the Skate Park at Mandt Park. Right now improvements are being made that will hold up until 2031.
- *Director Hebert* advised that brush collection begins on June 26th.

2) Approve May 18th, 2023 Meeting Minutes: Motion by Reeves to approve the minutes and seconded by Rashka. Motion carried 5-0.

New Business:

3) Review of the Asphalt Zipper Pulverization Machine:

Director Hebert advised that he has been looking at way to supplement construction to use capital dollars to purchase a pulverization machine that goes on a front loader. He also stated that they are spending $133,000 in pulverization costs alone this year so purchasing a machine would help cut those costs down. He then presented a video of how the machine works and a demo is scheduled to be done here in Stoughton on August 1st

4) Review and Possible Approval of Ordinance Language Restricting Fishing in Stormwater Ponds with Mechanical Water Treatment:

Director Hebert advised that it was recently found that an aerator in one of the ponds failed due to fishing line getting caught up in the aerator; which now needs to be replaced. To prevent this from continuing to happen, he suggested that perhaps an ordinance be in place. Discussion was then had to restrict fishing all together for safety reasons but only for stormwater ponds with mechanical water treatments. There are two ponds in Stoughton that have this device; Eastwood and Rotary Park ponds.

Motion by Reeves, to recommend to approve to council for no fishing in stormwater ponds with mechanical water treatments, seconded by Rashka. Motion carried 5-0

5) <u>2023 Street Construction Project Update:</u>

Director Hebert gave an update on Construction progress for all street projects going on this season.

6) <u>Future Agenda Items:</u>

a) **Discuss the Rental of City Property for Lease for Agricultural Planting and Harvesting**
b) **Pedestrian Hill Surface Remediation**

9) <u>Adjourn:</u> Motion by Venegas to adjourn, seconded by Reeves to adjourn the meeting at 6:50pm.

Respectfully submitted by Jen Wagner 6/16/2023

STOUGHTON PUBLIC LIBRARY
BOARD OF TRUSTEES MEETING
WEDNESDAY, JUNE 21, 2023, @ 6:30 P.M.
HYBRID MEETING IN CARNEGIE ROOM
& VIA ZOOM

PRESENT: Ken Axe; Amy Ketterer (virtual); Jean Ligocki, Vice-President/City Council Representative; Sharon Meilahn Bartlett; Erin Meinholz; Kristin Rosenberg, Stoughton Area School District Representative; Dayna Verstegen (virtual); Siri Vienneau, Student Trustee (virtual)
ABSENT: Teri LeSage, President
ALSO PRESENT: Jim Ramsey, Library Director (virtual); Amanda Bosky, Adult Services Librarian; Sarah Monette, Administrative Assistant

I. CALL TO ORDER. 6:31 p.m. by Vice-President Jean Ligocki
II. REVIEW OF AGENDA & CERTIFICATION OF COMPLIANCE WITH OPEN MEETINGS LAW.
III. CONSENT AGENDA. *Motion to approve:* Meinholz. *Second:* Meilahn Bartlett. *Vote:* 6-0
IV. RECOGNITION OPPORTUNITIES. Ligocki praised the Library's Pride event, especially the work done by Mary Ostrander, Cynthia Schlegel, and the Friends of the Library.
V. PUBLIC COMMENT PERIOD. None.
VI. REVIEW/DISCUSSION OF CORRESPONDENCE. Ramsey shared emails he received about the Pride event.

[Axe arrived 6:34 P.M.]

VII. EDUCATION UPDATES. Meilahn Bartlett reported that the library in Rockton, Illinois, is doing a Pride event and has responded to pushback by asking people who support the event to attend an upcoming Board meeting. Meilahn Bartlett also reported that Illinois has passed a law banning book bans. Ketterer described her visit to the library in Oak Park, Illinois.
VIII. BOARD IN-SERVICE. THE STATE OF AMERICA'S LIBRARIES 2023, A REPORT FROM THE AMERICAN LIBRARY ASSOCIATION. Ramsey presented. Discussion ensued regarding the nationwide increase in challenges to library materials.
IX. DIRECTOR'S REPORT. In addition to his written report, Ramsey provided an update on the 216 E. Jefferson project and thanked the Board for supporting the Library's Pride event. Meilahn Bartlett thanked Ramsey and Ostrander for their work at the Juneteenth event.
X. COMMITTEE REPORTS
   A. Finance: did not meet.
   B. Personnel: Ramsey reported that the committee received an update on the creation of two part-time positions from Jane Groshan's full-time position and the Library's personnel requests for 2024 (ten more hours for the Circulation Director, another pat-time position in Adult Services).

C. Planning: did not meet.
D. Policies: Meinholz reported that the committee reviewed the three policies up for approval under New Business.

XI. OLD BUSINESS. None.

XII. NEW BUSINESS.

A. ASSIGNMENT OF COMMITTEES. Ligocki tabled this item until the July meeting.
B. APPOINTMENT OF AD HOC TRUSTEE RECRUITMENT COMMITTEE TO FILL BOARD VACANCY. Verstegen, Ketterer, and Rosenberg volunteered to be on the committee.
C. DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSAL TO CREATE TWO PART-TIME POSITIONS OUT OF AN EXISTING FULL-TIME POSITION. Ramsey explained that there would be one 20 hr/week position in Circulation and one 20 hr/week position in Children's (hopefully going up to 22 hrs/week). *Motion to approve: Axe. Second: Meilahn Bartlett. Vote: 7-0.*
D. DISCUSSION AND POSSIBLE ACTION REGARDING PROPOSED CHANGES TO APPROPRIATE LIBRARY BEHAVIOR POLICY. *Motion to approve: Meinholz. Second: Meilahn Bartlett.*

   Motion to include approval of the Carnegie Room Use Policy and the Second Floor Meeting Rooms Policy on this vote: Meilahn Bartlett. Second: Verstegen. Vote: 7-0.

   Vote: 7-0.

XIII. PENDING AGENDA ITEMS. Future designation of Library Gift Fund (217) Fund Balance

XIV. ADJOURNMENT. *Motion to adjourn at 7:29 P.M.:* Meilahn Bartlett. *Second:* Rosenberg. *Vote:* 7-0.

Minutes taken by Sarah Monette