

Jefferson County Library Board Meeting Minutes Wednesday, November 13, 2024

Board members present: Tim Semo, Richard Moulding, Amanda Golson, Greg Haasch, Art Biermier.

Library and System staff present: Karol Kennedy, Minetta Lippert, Diane Jaroch, Jodi Kessel Szpizar, Kelli Mountford, Peg Checkai, Samantha Seeman, Gerard Saylor

1. Call to order and introductions: Meeting was called to order at 5:01 by Board President Tim Semo.
2. Approval of minutes of the July 24, 2024 meeting (Action): Art B moved to approve the minutes as presented, Rich seconded. Minutes were approved unanimously.
3. Comments from the public: None
4. Correspondence: None
5. Administrator's report – Minetta Lippert: Minetta shared that Tim Semo was reappointed to the Board for another term and Duane Scott was appointed to fill Barbara Beaver's vacation position. Karol, Tim, and Minetta met on September 25 to begin updating the Jefferson County Library Plan. All Jefferson County library municipalities (except Whitewater) submitted resolutions to Jefferson County requesting exemption from the County library tax. Diane from Whitewater shared that Whitewater has the resolution on their next Council agenda. Finally, Minetta shared that many library and system staff attended the Wisconsin Library Association conference held in Green Bay the prior week.
6. Report from Library System Representative – Art Biermeier: Art reported on the approval of the 2025 State Library System Plan, member library agreement addendums, and the discovery layer contract.
7. Report from Library System Director – Karol Kennedy: Karol shared that Bridges is running a "Thankful for Libraries" social media campaign as well as a "Greetings from your Wisconsin Library" direct mail campaign for residents who moved in Jefferson County within the past 12 months. Karol said that the owner of the System's delivery service has changes but drivers and trucks are staying the same.
8. Unfinished Business A. Draft of Jefferson County Library Service Plan for 2025-2029 (Action): Minetta, Karol, and Tim reviewed the biggest proposed changes to the library services plan. Art Biermeier moved to recommend that the plan draft go to public hearing on December 3rd, seconded by Greg Haasch. Motion approved unanimously.

9. New Business

A. Report on 2025 Jefferson County budget (Discussion): Karol shared that the County budget was approved.

B. Review and update Jefferson County Library Service Guidelines (Action): Karol advised that action does not need to be taken at this meeting. Karol recommends adding three points to the guidelines about orientations for new trustees, training for trustees, and that Library Boards conduct annual reviews for their library directors. The guidelines will be updated and presented at the December meeting for consideration for approval.

10. Reports from County libraries: Libraries shared about current and future building projects. Many directors discussed their municipal budgets and how these are affected Jefferson County libraries. Directors shared hiring woes and program successes.

11. Adjournment: Art Biermeier Moves, Tim Semo Seconds. Motion approved unanimously.