

Oscar Grady Library Board Meeting Minutes

January 14, 2025

DRAFT

Members Present: Joe Caban, Kay Goodwin, Hannah Hand, Mary Jo Hansen, Emily Laws, Sonia Lear, Wendy Smith, Marcella Wilde

Guests Present: Dawn Wagner, Kevin Allebach (HGA Firm Representative)

Absent: Holly Skelton

1) Call to Order

President S. Lear called the meeting of the Oscar Grady Library Board to order at 6:05PM. The Microsoft Teams connection was active.

2) Statement of Public Notice

The Statement of Public Notice was posted according to Wisconsin state statutes.

3) Citizen Comments

None

4) Approval of Minutes from Prior Meetings

A motion was made, seconded, and passed to approve the minutes as written from November 12, 2024.

5) Financial Report

The November and December 2024 CSRF bills and General Fund Financial Reports were presented and reviewed with the Board by E. Laws. A motion was made, seconded, and passed to accept the November and December 2024 CSRF Balance Sheet Detail and November and December 2024 General Fund Financial Reports as submitted.

6) HGA Presentation

- a) K. Allebach, HGA representative, gave the Board an update on the facility study. This included proposed amendments to zoning ordinances and three different concept design options for the facility.
- b) Before providing further direction to HGA, the Library Board will meet with the Village Board to solicit input on the project. A special meeting between the Village Board and Library Board for this purpose is tentatively planned for the last week of February 2025.
- c) HGA will compile a cost summary for each of the three design options to assist in the Board's review.

7) Phone System Upgrade

E. Laws presented upgrade options for the phone system. A motion was made, seconded, and passed to approve use of Crexendo services.

8) Director's Report

- a) *December Projects Highlights*
 - i) Library of Things room is open to patrons; new items will continue to be added
 - ii) Quotes for phone system obtained and evaluated
- b) *January Projects Highlights*

- i) LTC grant work in progress to replace front doors
- ii) Annual report in progress
- iii) HVAC work in progress

c) *February Project Highlights*

- i) Soliciting quotes for an AV system to be installed in the community room
- ii) Planning for summer reading program

9) Communications

None.

10) Other Matters

None.

11) Adjournment

A motion was made, seconded, and passed to adjourn the meeting at 7:40PM. The next meeting date will be Tuesday, February 11, 2025. The meeting will be in-person at the library and via Teams.

Minutes respectfully submitted by: H. Hand