



North Shore Library Board Agenda
Thursday, October 19, 2023
9:00 a.m.

Library Community Room and Zoom
Meeting is available in person and via Zoom

Join Zoom Meeting

<https://us02web.zoom.us/j/84433866319?pwd=dUxYRG9RMnBDMmpEUUVQcFFHaXUzUT09>

Meeting ID: 844 3386 6319

Passcode: Oct23NSL

Phone audio: 1 312 626 6799

Audio ONLY: 1 312 626 6799; Meeting ID: 84433866319

1. Call to order and Roll Call

The meeting was called to order at 9:00 a.m. October 19, 2023.

Board Members Present

President: Zitzer
Vice President: Warwick
Treasurer: Arteaga-Derenne
Secretary: Kabara
Librarian: Gould

Member: Grady
Member: Isaacson(Excused)
Member: Lane
Member: Smanz
Member: Seem
Member: Anderson

Attendees Present

Tessa Bartels (Bayside)
Heidi Muehlhausen (NSL Head of Circulation Services)
Tammy LaBorde (River Hills)
Liz Aelion (Fox Point)
Deborah Tomczyk
Amanda Caivano (Library)
Haley Samuelson (Library)
Robert Cronwell (Guest)

2. Public Comment

At this time, individuals can address the Library Board on any topic for a three minute time period per person, with extensions per the Library Board President's discretion. No action will be taken aside from the possible referral to committees and/or individuals.

Public Comment:

No public comments were shared.

THE NORTH SHORE LIBRARY BOARD RESERVES THE RIGHT TO TAKE "ACTION" ON ANY OF THE ITEMS LISTED BELOW:

3. CONSENT AGENDA:

Minutes: Library Board: 09.21.23

Library Board: 09.25.23

Finance Committee: 10.02.23

September 2023 Invoices

2023 YTD Financials

Kabara made a motion to approve the consent agenda. Second by Seem

Discussion - None

UNFINISHED BUSINESS

4. Update Capital Campaign fundraising

- A presentation was made to the River Hills board on 10/18/23. Stein was added to the fundraising team. Lubar and Peck have been assisting with opening the doors to donors. Library board members can assist by opening doors to potential donors. Naming rights are still available.
- The presentation also reviewed the summer reading program at River Hills.
- Construction update - the second floor is being framed, the first floor is poured.
- Marketing and outreach - donor spotlight series has started and will continue as part of the campaign. Campaign banners are being displayed at the site
- Newsletter sent to all four communities. North Shore Newsletter spotlight as well. The PSA will be included on Wisconsin Public Radio. Flyers are available and the website is being updated.
- Maya Payne Smart will be presenting at the library. She will serve as an advisor and assist with potential donor connections.
- I-43 billboard is up.
- Fundraising at almost 70% of the goal. Some donations were received following the friends newsletter.
- Donor list is updated.
- Naming rights for game room for LaBahns.
- Peck's donation increased.

5. Update from the Friends of the Library and the Library Foundation

- Friends - Newsletter sent out. Book sale next week Thursday, October 26th.
- Foundation - change of signatories denied. \$820,000 in combined accounts. Public records request to investigate the change of signatories. Note: No meetings have been held by the foundation.

6. Update from Community Trustees

a. Bayside:

- Zitzer reported that the Bayside Fall fest was a success

b. Fox Point:

- Anderson reported that the library was at the fall picnic. Bonfire coming up.

c. Glendale:

- Warwick nothing to report.

d. River Hills:

- Tammy LaBorde present.

7. Update from Nicolet School District

Kabara reported that current renovations are on schedule, athletic facilities are completed. Indoor construction is underway including a library renovation. Books may be available for donation to the Library Friends.

8. Director's Report

Rhonda Gould reported on her trip to Germany and thank you to staff for the support while being out. Budget was completed and approved by the finance committee. Major focus is on the building project. The State Library Association Conference is next week. New librarian boot camp invitation from DPI. 93 FM discussion on the library project and unique programming upcoming.

9. Discussion/Action 2024 Budget process update

- Budget assumptions are on page 18 of the packet. An addition will be made with a statement about the capital budget.

Motion to approve the budget by Grady second by Anderson.

Discussion:

Note that there is an 11% increase in health and dental insurance.

An effort is underway to separate Friends dollars and align their fiscal year with the library fiscal year. Searching for treasurer.

Motion passes unanimously.

NEW BUSINESS

10. Discussion/Action: Unattended and Missing Child(ren) Policy

Table the policy until November. Align to parent drop off and

11. Discussion/Action: New Building Agreement

Motion to go into closed session Arteaga-Derenne second by Warwick

Motion passes unanimously.

CLOSED SESSION

You are hereby notified that the North Shore Library Board will convene into closed session upon motion duly made and seconded as required under §19.85(1), Stats. The purpose of the closed session is for the following:

Pursuant to Sec. 19.85(1)(e) - Deliberating or Negotiating the Purchasing of Public Properties, the Investing of Public Funds, or Conducting other specified public business, whenever competitive or bargaining reasons require a closed session. (Donation and New Building Agreement)

You are further notified that at the conclusion of the Closed Session, the Library Board may convene into open session pursuant to 19.85(2), Stats., for possible additional discussion and action concerning any matters discussed in closed session and for adjournment.

Closed session Discussion:

Discussion of donation and lease agreement.

Motion to move to open session

Motion by Seem second by Arteaga-Derenne

Motion passes unanimously

Motion to approve the lease and donor agreement subject to final technical corrections based on attorney recommendations.

Motion by Warwick second Grady

Vote passes by roll call vote 10-0

FUTURE AGENDA ITEMS

ADJOURNMENT until November 16, 2023 at 9:00 a.m

Motion to adjourn at 10:30 am made by Seem. Second by Arteaga-Derenne.

cc: Library Board, Library Director, Library Staff, Library Bulletin Board, Library Website, Community Newspapers, Bayside, Fox Point, River Hills and Glendale City and Village Halls.

NOTE: Issues that require public input or for which citizens are present will receive priority on the agenda. If you require special services, please notify the library director in advance of the meeting.