

VILLAGE OF COTTAGE GROVE LIBRARY BOARD

Meeting Minutes of July 20, 2022

1. **Call to Order.** The meeting was called to order at 8:02 p.m. by Kelm-Nelson.
2. **Determine that a quorum is present and the agenda was properly posted.** It was determined that a quorum was present and that the agenda had been properly posted. Board members present were Cindi Kelm-Nelson, Alison Anger, Tracy Phillippi, David Peterson, Erik Braun and Stefan Wahe. Stephanie Rossing was absent and excused. Also present was Deputy Administrator/Director of Public Works JJ Larson, one member of the public, and Village Administrator Matt Giese joined at 8:11 p.m.
3. **Public Appearances – Public’s opportunity to speak to Committee Members about any item that is not a specific agenda item.** None.
4. **Discuss and consider the minutes from the June 15, 2022 meeting. Motion** by Peterson to approve the minutes, seconded by Phillippi. Motion carried with a unanimous voice vote, 6-0-0.
5. **New Business**
 - a. **Update on financial feasibility study.** Kelm-Nelson gave the Board an update on the status. Letters and surveys have been sent, and many interviews have been conducted already. The report is scheduled to be completed in August and Jodi Sweeney will present the findings at the next Library Board meeting.
 - b. **Update on local library visits, data collection, outreach.** Members shared about the libraries they have visited to this point. The plan is to bring the information back for in-depth discussion at a future meeting.
 - c. **Return on investment calculator.** Kelm-Nelson shared that the Sun Prairie Library has a tool on their website to show the return-on-investment library users received based on their specific usage and felt this could be a useful tool as the library project moves forward.
 - d. **Discuss and consider recommendation on Library Project Timeline.** Kelm-Nelson presented the proposed timeline which covers the next four years of work culminating in the construction of the library in 2025, with opening in 2026. Motion by Wahe to approve the timeline, amended to include a referendum in 2024, seconded by Peterson. Motion carried with a unanimous voice vote, 6-0-0.
 - e. **Discuss and consider budget recommendations.** There was discussion around the budget recommendations put forth, hiring of a Library Director, impact fee study and implementation, programming, and bringing on an architectural firm. **Motion** by Peterson to approve the budget recommendations, seconded by Anger. Motion carried with a unanimous voice vote, 6-0-0.
 - f. **Discuss and consider items for consideration.** There was discussion around the staff memo on two items for consideration presented to the Library Board; considering a non-binding referendum in the fall of 2022 and formal consideration of the land owned by the Friends of the Cottage Grove Library as the site of future library. **Motion** by Peterson to designate the

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim discussion of the subjects and conversations that took place.

land currently owned by the Friends of the Cottage Grove Library to be designated as the site of the proposed future Village library, seconded by Wahe. Motion carried with a unanimous voice vote, 6-0-0.

6. Friends Report

Membership Meeting

- UPCOMING: Thursday, August 11, 6:30 p.m., via zoom. Speaker is Jodi Sweeney.
- UPCOMING: Thursday, October 13, 6:00 - 8:00 p.m., Friends Annual Social at Doundrins

2022 Programing Update

- Post event Survey
- Kevin Henkes Canceled :(
- Spooky Story Time in the Garden on the October 9th Full Moon, 5:00-6:00 p.m.
- EXPLORING:
 - Winter DEI Focused Story Walk with a book giveaway, we'd like to do the story walk on the library land
 - Virtual Resume Building Workshop

Events Committee

- Attending all CG Community Events and Farmers' Markets

Membership Committee

- Continuing to think through Youth Membership and planning meeting with MGSD students in the fall

Other Items

- Receiving donations in Gary Ferron's memory
- Updating website language in 2023 to reflect our current activities
- Moving to more cost effective CRM

7. Announcements

- a. Next meeting date is Wednesday, August 17, 2022 at 6 p.m.

8. Future Agenda Items

- a. August meeting – feasibility study presentation
- b. Invite Fitchburg to attend a meeting and share their experience

9. Adjournment

Motion by Peterson, seconded by Wahe to adjourn the meeting at 10:03 p.m. Motion carried with a unanimous voice vote, 6-0-0.