

**The Platteville Public Library Board of Trustees Board Meeting  
Tuesday, September 3, 2024 at 5:30 p.m.  
Community Room, Platteville Public Library, 225 W. Main St.**

**Attendance:** Vicky Suhr, Bob Gates, Page Leahy, Paula Baumann, Nathan Robinson, Library Director Lee-Jones

**Absent:** Emily Zachary, Kelly Sponsler

**Guests:** Erin and Karina, library staff

**MINUTES**

- I. **CALL TO ORDER** - With a quorum present, Vicky Suhr called the meeting to order at 5:40 PM.
- II. **CONSIDERATION OF CONSENT AGENDA** -- The following items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action for any item.
- A. Meeting duly posted
  - B. Acceptance of agenda
  - C. Approval of August 6 meeting minutes:
- Motion to approve the consent agenda as presented by Bob Gates, seconded by Paige Leahy. Motion approved.**
- III. **CITIZENS' COMMENTS, OBSERVATIONS, and PETITIONS, if any**  
Comments shall be limited to those by/from community members and shall be limited to no more than 5 minutes. **None**
- IV. **REPORTS**
- A. [Municipal Financial report](#): Shared by Jessie Lee Jones
  - B. [Library Board Financial report](#): Shared by Jessie Lee Jones
  - C. [Director's report](#): Shared by Jessie Lee Jones
  - D. City Council report: Shared by Bob Gates
  - E. Foundation report: No report
  - F. SWLS report: Shared by Vicky Suhr. Vicky identified some online training archived from trustee training week. These modules are available at <https://www.wistrusteetraining.com/>
- V. **ACTION**
- A. Approval of August Bills:  
**Motion to approve by Nathan Robinson, seconded by Bob Gates. Motion carried.**
  - B. 2025 Budget: Jessie Lee Jones shared the 2025 budget requests. The board discussed options and priorities to increase staffing with increased county and city funding. **Nathan Robinson moved, seconded by Paula Baumann to prioritize increasing a Business Manager position to full-time, adjusting hours for one Library Specialist to .75 and adding two part-time year-round employees. Motion carried.**
- VI. **INFORMATION and DISCUSSION**
- A. Strategic Planning: The current strategic plan (2018-22) was shared. In future meetings, the board will discuss issues and procedures to develop an updated strategic plan.
  - B. [Personnel Policy Review](#): Jessie Lee Jones reminded the board that in the library personnel policy there is a grievance procedure which addresses the appropriate protocol.
- VIII. **ADJOURNMENT**  
**Motion to adjourn by Nathan Robinson. Seconded by Vicky Suhr. Motion carried. Meeting adjourned at 6:56 PM.**

Minutes submitted by Paula Baumann, September 3, 2024.