

Langlade County Board of Supervisors
 800 CLERMONT STREET
 ANTIGO, WI 54409

City of Antigo Alderpersons
 700 Edison Street
 Antigo, WI 54409

JOINT LIBRARY TASKFORCE MEETING MINUTES

Committee: Joint Library Taskforce

Date: Tuesday, October 15, 2024

Time: 4:00 P.M.

Location: Antigo Public Library Conference Room

The following discussion was held by the Taskforce at the meeting detailed above:

1. The meeting was called to order at 4:00 pm. This meeting was recorded.
2. Conduct Roll Call: All present.

Joint City/County Library Taskforce			
Name	Role	Status	
Ben Pierce	County Rep Co-Chair	Present	
Steve Maier	County Rep	Present	
John Medo	County Rep	Present	
Roy Dieck	County Rep	Present	
Jason Hilger	Cty. Administrator, County, non-voting	Present	
Robin Stowe	Corp Counsel, County, non-voting	Present	
Glenn Bugni	City Rep Co-Chair	Present	
Timothy Kassis	City Rep	Present	
Mary Hayes	City Rep	Present	
Thomas Bauknecht	Mayor, City Rep	Present	
Karin Derauf	City Administrator, City, non-voting	Absent	
Mike Winter	City Attorney, City, non-voting	Absent	
Non-Committee Members Present			
Name	Interest	Name	Interest
Toni Edge	Interim Library Director	Judy Nagel	County Clerk/Rec Sec.
Kaye Matucheski	City Clerk-Treasurer/Finance Dir.	Carol Bardo	CB Supervisor/APL Board Chr.
Reinhardt Balcerzak	CB Supervisor	Doug Curler	CB Supervisor
Pam Augustyn	APL Board Member		

3. Please silence all cell phones

4. Recite the Pledge of Allegiance

5. Invitation to Antigo Public Library: Bardo and Dieck attended from the Library Board.

6. Approve/amend the minutes of the Library Taskforce of August 27, 2024: Motion by Kassis, second by Maier to approve the previous meeting minutes of August 27, 2024.

7. Discuss Parking Lot Issues at the Library (Business Term for the Items at the end of the Minutes):

Meeting Minutes (Continued)

1. Invite the Interim Library Director to discuss/review: the past three years of the current capital budget; operating cost; endowment budget; reciprocity agreements for libraries in adjacent counties; and membership benefits of the WVLS for Langlade County: Edge: understanding what we are paying for, wants and needs. Edge will provide more information at the December meeting.
 2. Review operating costs for APL from the last 10 years. City Administrator Karin Derauf will prepare. Edge: working on a report for actual operating and capital. Edge will present the report at the February 2025 meeting.
 3. Discuss restructure of Library CIP: Edge: discussed items such as boiler, bathrooms, sidewalk, and parking lot, current items to maintain. Edge will work with the Library Maintenance Director and City Clerk to establish a list. Edge will provide more at the January meeting.
 4. Review a breakdown of the APL Budget per line item: This will be discussed at the December meeting.
 5. Review of the last 10 years of Capital Improvement Projects: Funding, CIP, roof history, digitizing the Antigo Journal. Edge will also provide information on CIP in the January meeting.
 6. Clarification from Corporation Counsel Stowe on the Memo, dated June 21, 2024, Page 3, section V: Stowe provided information to the Taskforce, no further discussion.
 7. Clarification from Corporation Counsel Stowe on the City/County Library Agreement, Page 2, 2(c) on term limits of Library Board members, term date clarification how to ensure overlap start and end dates are clearly defined for members: Stowe provided information to the Taskforce on this, no further discussion.
 8. City/County Administrators to review City/County Insurance cost and benefits, refer to the City/County Joint Library Agreement, Pages 2, 3(a): County and City Administrators will present this information in the first quarter of 2025.
 9. Permanently establish Library Taskforce, renamed Joint County/City Task Force: This will be discussed further in first quarter of 2025.
 10. Clarification on whether a Multi-County Community Free Sharing Program Opportunity is permissible, Chairman Pierce will report. Edge reported that this is not possible, no further action.
 11. Elcho location compliant with Act 420: Edge, this is not applicable, no further action.
 12. Review potential City/County shared opportunities: Kassis: this is not applicable at this time, can be discussed when the Taskforce discusses #9.
 13. Invite Ben Miller, Wisconsin DPI to a joint County Board/ City Council Meeting: Bardo will be in contact with Ben Miller to invite him to the December meeting.
 14. Review 4(b)(1) of the Agreement. The City of Antigo should not exempt itself from the Langlade County Library tax, and review the usage of the Library by County/City patrons. This will be discussed on this agenda.
- 8. City Request to Opt-Out of Library Portion of the Langlade County Tax:** Discussion on the City of Antigo's action to Opt-Out of the Library Portion of the Langlade County Tax, leaving \$61,000 to re-apportion. This request to opt-out will be an annual request. The Library Agreement will need to be changed and approved by

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the City Council and County Board in order for the City to opt-out. Discussion on the current agreement that expires in 2026, providing information to the Unit Meeting on the proposed change. Motion by Kassis, second by Dieck to lay this on the table for a future meeting. All ayes, motion carried.

- 9. Status of the 2025 Budget Preparation:** Edge discussed the 2025 budget numbers, working with both Matucheski and Hilger on the numbers. Edge will be presenting the proposed budget to the Library Board this week. Discussion on the carryforward balance, the solar grant completion, and the annual stipend (\$5000 to \$15,000) increase to the City of Antigo to complete AP and Payroll for the Library.

Motion by Pierce, second by Medo to excuse Maier at 5:00 p.m. All ayes, motion carried.

- 10. Staff Changes at the Library, new hires, and recent resignations:** Edge discussed the staffing changes, the hours of the staff, the closure of the Elcho Library, and the additional hours for White Lake School. Edge discussed the shift approach with expectations to be proficient, and the bookmobile.

- 11. Recent Library changes since the Interim Director:** Edge provided a tour of the facility after the last meeting.

- 12. Facebook Issues:** Bugni discussed the Library creating a Website, in place of Facebook use. Edge is encouraging the use of the website, possibly adding a monthly calendar and monthly newsletter to the website. Edge's goal in 2025 is to increase circulation of the Library, using the website, community involvement, and homeschool contacts.

Motion by Medo, second by Hayes to excuse Kassis at 5:15 p.m. All ayes, motion carried.

- 13. Complete review of the Joint City/County Library Agreement:** Discussion of the five-year agreement, and the recommendations of changes to the City Council and County Board.

- 14. Next Meeting date:** December 3, 2024, at 5:00 PM at the Library McGinley Room

- 15. Adjourn the meeting:** Motion by Bauknecht, second by Pierce to adjourn the October 15, 2024 meeting at 5:30 p.m. All ayes, motion carried.

The Taskforce discussed the following list under Agenda Item #7. This list will not be attached to further meeting minutes.

The Committee will need to review the list of future agenda items to determine if they need discussion, further discussion, and/or removal from the list below:

Requests for items to be added to future meeting agendas:

1. Invite the interim Library Director to discuss/review: the past three years of the current capital budget; operating cost; endowment budget; reciprocity agreements for libraries in adjacent counties; and membership benefits of the WVLS for Langlade County. *Not discussed*
2. Review operating costs for APL from the last 10 years. City Administrator Karin Derauf will prepare. *Not discussed*
3. Discuss restructure of Library CIP: *Not discussed*
4. Review a breakdown of the APL Budget per line item: *Not discussed*
5. Review of the last 10 years of Capital Improvement Projects: *Not discussed*
6. Clarification from Corporation Counsel Stowe on the Memo, dated June 21, 2024, Page 3, section V (Director Taylor was advised by DPI that the Library Board should not give up their

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autonomy over participation in major repairs): *Corporation Counsel Stowe discussed the history of the library agreement. Originally it was proposed if the Library had sufficient funds in carryover funds, the Library would pay 1/3 of all major repairs. DPI had a concern about giving up autonomy over the carryover funds in the original agreement. The agreement states the City and County coming together to support funding in all major repairs with the understanding that the Library would pay 1/3 of the cost if funds are available. The committee would like it stated in the current agreement that it is this Committee's idea to have the outcome for the Library to be a partner with the City and County on all repairs.*

7. Clarification from Corporation Counsel Stowe on the City/County Library Agreement, Page 2, 2(c) on term limits of Library Board members, term date clarification how to ensure overlap start and end dates are clearly defined for members. *Corporation Counsel stated County Clerk Nagel provided a list of all current Library Board Members with term dates. Stowe stated the Library Board has 9 members, divided into 3 different classes with staggered terms. The staggered terms are not State-mandated. The Committee approved Corporation Counsel Stowe to work with Library Board Chair Bardo on the term limits of the current Library Board Members to prevent collision.*
8. City/County Administrators to review City/County Insurance cost and benefits, refer to the City/County Joint Library Agreement, Pages 2, 3(a): *Not discussed*
9. Permanently establish Library Taskforce, renamed Joint County/City Task Force: *Not discussed*
10. Clarification on whether a Multi-County Community Free Sharing Program Opportunity is permissible, Chairman Pierce will report: *Not discussed*
11. Elcho location compliant with Act 420: *Not discussed*
12. Review potential City/County shared opportunities: *New item added*
13. Invite Ben Miller, Wisconsin DPI to a joint County Board/ City Council Meeting: *New item added*
14. Review 4(b)(1) of the Agreement. The City of Antigo should not exempt itself from the Langlade County Library tax, review the usage of the Library by County/City patrons: *New item added*

Minutes transcribed and submitted by:

Judy Nagel, County Clerk, Recording Secretary