

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, May 13, 2025

Time: 5:00 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 5:00 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			
Vacant		County Rep		Absent			
Vacant		Cty. Administrator, County, non-voting		Absent			
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		Present			
Mike Winter		City Attorney, City, non-voting		Absent			
Non-Committee Members Present							
Name		Interest		Name		Interest	
Carol Bardo		Library Board Pres.		Judy Nagel		County Clerk/Rec Sec.	
Members of the Public							

3. Please silence all cell phones

4. Recite the Pledge of Allegiance

5. **Approve/amend the minutes of the Library Taskforce of December 3, 2024:** Motion by Bugni, second by Maier to approve the previous meeting minutes of December 3, 2024. All ayes, motion carried.

6. **City Library Tax Payments**

7. **Review and Approval of the Joint Library Agreement:**

Discussion on the Heading of the Agreement.

Discussion on 2.a.2: agreeing with the 50/50 match, the agreement, and the representation.

Discussion on 2.a.3: School District representative part of the tax entity agreement.

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Discussion on 2.c: Terms of the Library Board, possibly making some terms staggered. The Library Board President will provide a revised table with the terms of Office for the Appointees.

Discussion on 2.d: It is noted that the fourth voting member of the Taskforce from the County has a conflict, as he now represents both the County, County Board, and the City, now on the City Council.

Discussion on 2.f: The joint Library shall conduct all meetings and subsequent business according to the By-Laws of the Antigo Public Library. Defining the Library as the Library Board.

Discussion on 3: Under this Agreement, the City of Antigo will continue to provide insurance on the building, property, and contents of the Library, and liability insurance, with the cost of the Library's portion being charged back to the joint Library. City Administrator will work with City Clerk/Treasurer on the Library employee insurance costs and benefits.

Discussion on 3.d: The County of Langlade shall be responsible to set the CIP meeting dates and prepare the CIP meeting notices. Changing the County of Langlade to City FP&L, the County Administrator and City Administrator are responsible parties for the CIP meetings.

3.d: Joint Library Taskforce: change the name to the Joint City/County Taskforce, throughout the Agreement.

Discussion on 3.f: fund emergency repairs, take out emergency.

Discussion on 4.a: Each year, the Library Director and the Library Board shall prepare, no later than July 31 (adding this date) annual appropriation request, submitting to the City of Antigo and Langlade County.

Discussion on 4.b.2: The County of Langlade shall fund the joint Library by providing fifty (50) percent of the approved annual budget appropriation for the Antigo Public Library. Discussion that the City of Antigo wants to review at the end of the two years, the pros and cons of the City's Exemption Library Tax.

Discussion throughout the Agreement: Library Board and Library Board of Trustees, and Joint Library Taskforce.

The Taskforce discussed the December Unit Meeting on the Library Funding: **Discuss Langlade County Library Tax Issue, assuming \$67,000 of tax shifts from the City of Antigo to the Towns.** County Administrator Hilger discussed the City/County Agreement that equally funds the Antigo Public Library, each contributing \$306,000. The City Representatives feel that the City Residents contribute twice, for the City Tax and the County Tax. The City is requesting to be exempt from the Library Tax, estimated as \$67,000, that would go to the Towns. Discussion on the amounts that would be paid by each Town. Corporation Counsel Stowe stated that this does not affect the Town Taxation or the County Tax. State Law does allow the City to request to be exempt from the County Library Tax, so more of the collection will come from rural properties. County Board Chairman Pierce discussed the request for the \$67,000 tax shift. Discussion held.

Pierce was excused at 6:25 p.m.

Parking Lot Items from the October 15, 2024 Meeting:

1. **Completed:** 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: Interim Library Director: understanding what we are paying for, wants and needs. The Interim Library Director will provide more information at the December meeting.
2. Review operating costs for APL from the last 10 years. **City Administrator will, working with the Library Director, prepare a report for the City Council and the County Board. The Library Director will present an annual report for actual operating and capital expenses, and present it to the City Council and the County Board by July 31.**

Meeting Minutes (Continued)

3. Discuss the restructuring of Library CIP. The Library Director will work with the Library Maintenance Director and City Clerk to establish a CIP list, including end-of-life estimates, by July 31.
4. Review a breakdown of the APL Budget per line item. The Library Director will submit this to the City Council and the County Board by July 31.
5. **Merged with #3.** Review of the last 10 years of Capital Improvement Projects: Funding, CIP, roof history, and digitizing the Antigo Journal. Edge will also provide information on CIP in the January meeting.
6. **Done.** 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. **Agreed to by the Taskforce to be removed.** 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 Administrator, working with the City Clerk/Treasurer to review Health Insurance costs and benefits and present this information in the first quarter of 2025, by July 31.
9. **Discussed and agreed to continue with the Joint City/County Taskforce on future projects, continuing with 8 8-member Taskforce, 4 City Council voting members consisting of City Mayor, Council President and 2 appointed Council Members, 4 County Board voting members consisting of County Board Chair, First Vice-Chair and Second Vice-Chair and 1 County Board Supervisor outside of the City of Antigo, and City and County Administrators non-voting members, along with City and County Attorneys.** Permanently establish Library Taskforce, renamed Joint County/City Task Force: This will be discussed further in the first quarter of 2025.
10. **Done.** Clarification on whether a Multi-County Community Free Sharing Program Opportunity is permissible, Chairman Pierce will report. The Interim Director reported that this is not possible; no further action.
11. **Done.** The Elcho location compliant with Act 420: Interim Director, this is not applicable, no further action.
12. **City Administrator has a shared list with the County Administrator, which will be prioritized and suggest the top three items and why to have these be the top three. Suggested items were the Jail and the Senior Center.** Review potential City/County shared opportunities: Kassis: this is not applicable at this time, but can be discussed when the Taskforce discusses #9.
13. **Done.** 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. **Done.** 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. **Next Meeting Date:** To be determined.
9. **Adjourn the Meeting:** Motion by Medo, second by Maier, to adjourn the May 13, 2025, Library Taskforce Meeting at 7:00 p.m.

Minutes transcribed and submitted by:

Meeting Minutes (Continued)

Judy Nagel, County Clerk, Recording Secretary