

## East Troy Lions Public Library

### Board Meeting Minutes

June 8, 2021

1. **Call to Order:** Vice President Thomas called the meeting to order at 4:28 pm. Director Gartman and Trustees Bartoli, Brobst, Consiglio, Manschot, and Nugent were present.
2. **Citizen Participation:** No citizen participation.
3. **Approval of Library Board Minutes:** Trustee Nugent moved and Trustee Brobst seconded to accept the new agenda. Motion carried. Approval of Minutes dated May 11, 2021 . Trustee Consiglio moved and Trustee Manschot seconded to approve the Minutes. Motion carried.
4. **Representative Reports:**
  - a. **Town of East Troy:** No report
  - b. **Town of Troy:** Nothing pertaining to the library. Board discussing wake regulations.
  - c. **Village of East Troy:** The Lions are having their celebration on July 1-3. Capital Budgets were due at the last meeting. The library may want to make an amendment due to potential repairs to the air conditioning. Mask requirement has been lifted.
  - d. **East Troy School Board:** School Board has voted to continue the virtual option next year for 3-12 students. Director Gartman and Trustee Bartoli created a video for Little Prairie and Prairie View students.
  - e. **Lakeshores Library System:** Walworth County Library Directors will be meeting to make recommendations for a new funding formula to be included in the new Walworth County Library Plan. A Roadmap is being developed to begin the process of merging the Arrowhead Library System with LLS. The biggest worry about the merger is what kind of voice the smaller libraries will have with the larger ones within a new system. There is a worry that the larger libraries will dominate decision making. There has been a sudden uptick in challenges to certain library materials and Lakeshores recommends that each library have a collection development policy and a way to handle challenges.
  - f. **East Troy Community Center:** Gartman has been working to help the Community Center to provide movies for their movie events.
5. **Director's Report: Discussion/Action Items:**

- a. Library Expenditures Report - Money Collected - Library Financials (provided by the Village) - Library Statistics Report**
- b. Library Updates (Discussion): Programming Report** - Registration for the Summer Reading Program has begun and we are pleasantly surprised with our numbers: 101 kids, 3 teens, 27 adults have signed up so far. The first Adult Enrichment Program at the Heritage will be on Thursday, Oct 14th at 6:30 pm. Scott Seager, East Troy Village President, will come to talk about what is going on in the Village as well as Tri-Troy Planning. Gartman is working on a possible second program for November. **Staff Activity & News** - We continue to move along with RFID labeling, and we may be done by the end of summer. The Staff is currently involved with registering patrons for the Summer Reading Program and is excited to see that numbers are higher than anticipated. **Building Update** - Since the May meeting, we have had HVAC problems. Over the weekend of May 22-23, Gartman noticed that even with the AC on, the building became progressively warmer. He then noted that there was ice on the units, turned them off, and called DPW. J&M Heating serviced them and discovered they were almost out of Freon. Life expectancy for the units is limited with an approximate replacement cost of \$8,000. The vinyl covering on the front steps discussed at the May meeting would cost approximately \$2,000 so Gartman decided to try special safety strips instead. **Misc.** - Gartman has been invited to talk library, books and funding at the June 22nd meeting of the Lake Beulah Women's Club. May 22nd began a week of technology problems: alarms, copy machine, phantom beeping. These were caused by battery packs, the switch and the defibrillator battery. There has been a bit of vandalism/garbage spreading at the Rossmiller Park Grandstand lately. Gartman is hopeful it will not transfer over to the Library building.
- c. Mask Wearing Policy (Discussion & Action):** Trustee Nugent moved and Trustee Brobst seconded to change policy to request non-vaccinated patrons or those not feeling well wear masks and encourage social distancing and the addition of plexiglass barriers at the front desk. Motion carried.

- d. Operating Budget: Staff Salaries & New Staff Member (Discussion & Action):** Trustee Consiglio moved and Trustee Nugent seconded go with the 1.5% salary increase and create a new part time librarian position. Motion carried.
  - e. County Library Representation (Discussion):** Walworth County has the right to appoint up to four members to the Library Board. Currently we have two. The new Walworth County Administrator has contacted Director Gartman about adding a third. Gartman has asked for possible candidate names.
  - f. Tri-Troy Agreement (Discussion & Action):** Trustee Brobst moved and Trustee Manschot seconded to table the discussion. Motion carried.
  - g. Heritage Project (Discussion):** Last meeting was May 27th to touch base on progress.
- 6. Library Board - Future Items:** 2021 Operating Budget, Tri-Troy Agreement
- 7. Adjourn:** Vice President Thomas adjourned the meeting at 6:09pm.

**Next meeting: Tuesday, July 13, 2021**

**Respectfully Submitted,**

**Tami Bartoli, Secretary**