

East Troy Lions Public Library

Board Meeting Minutes

October 10, 2023

1. **Call to Order:** President Murphy called the meeting to order at 4:15 pm.
2. **Roll Call:** Director Bartoli and Trustees Brobst, Consiglio, Friemoth, Manschot, Nugent, and Thomas were present.
Absent: Gotz
3. **Citizen Participation:** No citizen participation.
4. **Approval of Library Board Minutes:** Approval of Minutes dated September 12, 2023
Approved as presented.
5. **Representative Reports**
 - a. **Town of East Troy:** Regular Town business with an update on the East Troy Railroad bridge and a preliminary discussion on the trail through the Villages of East Troy and Mukwonago. President Murphy thanked representatives from the Town for attending services for Nancy O’Connell.
 - b. **Town of Troy:** No report
 - c. **Village of East Troy:** Board passed the resolution as relates to the Tri-Troy library. Village is working on budget. The library budget was adjusted to reflect a change in anticipated county funding.
 - d. **East Troy School Board:** High School is working on starting Battle of the Books for the first time.
 - e. **Friends of the ETLPL:** Participating in Trick or Trunk at Alpine Valley. The play sold out and raised enough money for the zoo pass from the pies auction.
 - f. **Prairie Lakes Library System (PLLS):** No report.
6. **Director’s Report:**
 - a. **Library Expenditures Report - Money Collected - Library Financials (provided by the Village) - Library Statistics Report**
 - b. **Library Updates (Discussion): Programming Report - Staff Activity & News - Building Update - Misc. – See attachment**
7. **Unfinished Business:**
 - a. **Trustee Essentials Chapter 12, 13, & 14 (Discussion):** Discussion of library standards, advocacy, and open meeting laws.
 - b. **Small Library Strategic Planning Cohort (Discussion):** Overview of process and community members who have agreed to serve on the team.

- c. **Volunteer Policy (Discussion & Action):** Trustee Consiglio moved and Trustee Manschott seconded to approve revisions to the policy. Motion carried.
- 8. New Business:**
- a. **School Board Seat (Discussion & Action):** No longer necessary.
 - b. **Nancy O'Connell Memorial (Discussion & Action):** Donation figures shared. Action tabled until we have cost estimates.
 - c. **Director's Review (Discussion):** Discussion took place in closed session.

Pursuant to Wis. Stat. 19.85(1)(c) the Library Board may go into closed session to discuss performance evaluation data for public employees and then move back into open session to complete the meeting.

Roll Call Vote: Manschott – yes, Brobst – yes, Consiglio – yes, Murphy – yes,
Friemoth – yes, Nugent – yes, Thomas – yes

Board went into closed session at 5:33 pm.

Board returned to open session at 6:03 pm. No motions were made.

9. Library Board - Future Items: Memorial for Nancy, Director's Evaluation

10. Adjourn: President Murphy adjourned the meeting at 6:04 pm.

Next meeting: Tuesday, November 14, 2023

Respectfully Submitted,

Tami Bartoli, Acting Secretary



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Date: October 10, 2023

To: ETLPL Board of Trustees

From: Tami Bartoli, Director

Re: Director's Report

- 1. Programming Information:** St Peters and ETHS special education students began their visits again. Attendance at Lego Club has been rather low. It generally drops down during the summer, but hasn't recovered. We're not the only organization with Legos which may also be part of it. On October 19th at 5:30 FFA will deliver their final 2023 program: Container Gardens for your kitchen. They will provide soil and herbs. Patrons should bring containers/pots. Beginning October 30th we will have the Wisconsin Remembers exhibit in the lower level. This is the collection of banners featuring photos of the Wisconsin servicepeople listed on the Vietnam Memorial in Washington. Mike O'Connor will present on his book Badger Aces on the Thursday of that week, November 2nd. The library will participate in the High School's Halloween Bash on Tuesday, October 24th.
- 2. Staff Activity:** Our Volunteers have continued cleaning projects. Brandy and Kaylyn, our intern, have worked on organizing the overflow nonfiction room both physically and in the catalog. Anna and I have gone over our schedules through December to make certain she is available for her school classes and Friday morning storytime. On Friday, October 6th the Staff will talk through any other changes needed to cover Nancy's responsibilities.
- 3. Building Update:** O'Leary will be replacing two of the four furnaces. The estimate is \$6,848.46. We have \$8,000 in the Capital Budget for HVAC. Eileen was able to add money in next year's Capital Budget for HVAC should the other two need replacing due to a drop in the Police Department's request.
- 4. Misc:** I attended a two-day conference in Marshfield through DPI called New Director's Boot Camp. Not a lot of the information was new, but it was a good refresher and offered additional perspectives. Monday, I attended SEWI's Fall Adult Programming meeting. That is an area we don't really have in the budget.