

East Troy Lions Public Library

Board Meeting Minutes

October 11, 2021

1. **Call to Order:** President Murphy called the meeting to order at 4:30 pm. Director Gartman and Trustees Bartoli, Brobst, Manschot, Nugent, and Thomas were present.
2. **Citizen Participation:** No citizen participation.
3. **Approval of Library Board Minutes:** Approval of Minutes dated September 14, 2021. Trustee Brobst 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:** No report
 - c. **Village of East Troy:** Dealing with the Budget.
 - d. **East Troy School Board:** Confirmed cases up from last year. Staff has been surveyed about mitigation measures.
 - e. **Lakeshores Library System (LLS):** The new Walworth County Library Plan has been finished and will shortly go before the Walworth County Board for approval. Director Gartman was contacted in Mid-September by LLS Director Steve Ohs about some concern from the County about the Tri-Troy Agreement. It seems they thought it would be done and exemptions requested for this year. Gartman apologized for the confusion and said we were aiming for a 2022 completion and that they didn't have anything to worry about for this year. We were warned by LLS IT that PCs and tech equipment would be hard to come by next year. Microchip production is running way behind and we should expect significant delays. IT strongly suggested that if we don't need new equipment next year, it probably would be helpful to have a smaller system order (Gartman looked at our equipment and it is all within two years old at the oldest and feels we would not have to order anything new next year). On the System Merger scene, two facilitators have been chosen (recommended by DPI) to help the selected committee begin the process of a deep look at the possibility of merger.
 - f. **East Troy Community Center:** No report
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** - Final statistics for the 2021 Summer Reading Program are as follows. 204 children, 5 teens, and 50 adults for a total of 259 participants. The children filled out 996 slips and read for a total of 19,920 minutes (332 hours or 13.8 days). The adults filled out 206 slips meaning they read 206 books total. Final statistics for the 2021 Summer School Program are as follows: 4 teachers (multiple classes) escorted 75 students to the library for 300 visits and 210 slips were filled out for a total of 4,200 minutes read (70 hours or 3 days). After some discussion with Sarah Habelsma at the Heritage, and being somewhat worried about Covid levels still going up, it was decided to cancel all our fall programming and will regroup after the holidays. We are hoping to do some sort of Christmas program for children and adults in December.
- Staff Activity & News** - It took awhile, but all the books checked out for the Summer Reading Program finally returned home by mid-September. We once had space on the shelves but no longer do, so the great weeding project has again begun in earnest. Staff is working on Juvenile, Teen and Young Adult literature trying to make space there. They are also working on cleaning out our Books on CD area. The oldest audiobooks have been weeded and put up for sale at the Friends' book sale table.
- Building Update** - A leaf-blower was purchased to help with the eternal leaf problem at the front door. The dirty front windows will be cleaned by the DPW sometime in the next few weeks. Director Gartman ordered new shelving for the LL and UL. It will arrive at the end of November.
- Misc.** - There has been a lot of vandalism around the library building over the last month. Unfortunately, much of it was done by middle school students. Regular police presence has helped to calm some of this down. The Grandstands at Rossmiller Park, where much of this has been going on, will soon be totally fenced off.
- c. Bathroom Problem (Discussion & Action):** Trustee Nugent moved and Trustee Thomas seconded to install new locks on the doors requiring a key and continuing the practice of locking the door at the discretion of the Director. Motion carried.
- d. Heritage Project (Discussion):** Cost options were presented. Cost per square foot for each is \$200.

- e. **Tri-Troy Agreement (Discussion):** Director Gartman will be working out a preliminary budget for a joint library open 50 hours a week. The cost would be divided based on population.
 - f. **Mask Policy (Discussion & Action):** Trustee Brobst moved and Trustee Thomas seconded to continue with the current policy and address it month to month as needed.
 - g. **Vaccine/Regular Covid Testing for Employees (Discussion & Action):** Trustee Thomas moved and Trustee Brobst seconded to table the Vaccine/Regular Covid Testing for Employees discussion. Motion carried.
 - h. **Volunteer Policy (Discussion & Action):** Trustee Thomas moved and Trustee Brobst seconded to table the Volunteer Policy. Motion carried
 - i. **Letter from Library Director (Discussion & Action):** Trustee Thomas moved and Trustee Brobst seconded to reluctantly accept Director Gartman's Letter of Resignation. Motion carried.
6. **Library Board - Future Items:** Director's Evaluation in closed section, Bathroom update, Mask Policy, Vaccine/Regular Covid Testing for Employees, Volunteer Policy, Selection Committee
7. **Adjourn:** President Murphy adjourned the meeting at 5:48 pm.

Next meeting: Tuesday, November 9, 2021

Respectfully Submitted,

Tami Bartoli, Secretary