

East Troy Lions Public Library

Board Meeting Minutes

June 12, 2022

1. **Call to Order:** Vice-President Thomas called the meeting to order at 4:32 pm. Director Bartoli and Trustees Brobst, Consiglio, Gotz, and Nugent were present.
2. **Citizen Participation:** No citizen participation.
3. **Approval of Library Board Minutes:** Approval of Minutes dated May 10, 2022. Trustee Gotz moved and Trustee Brobst seconded to approve the Minutes for May 10, 2022. Motion carried.
4. **Representative Reports:**
 - a. **Town of East Troy:** No report
 - b. **Town of Troy:** On August 5-6 there will be activities in the park to celebrate it's 100 year anniversary. There are plans to build a pickleball court.
 - c. **Village of East Troy:** Looking at Capital Projects for next.
 - d. **East Troy School Board:** No report.
 - e. **Lakeshores Library System (LLS):** WorkFlows, the library catalog, was updated on June 7th. A good portion of the programming was written by LLS IT. We have updated three out of four staff computers. Once it's clear there are no issues with the second circulation desk, the main one will be updated as well. BC Mobile has some readability issues, mainly color contrast, to work out before the release. Creative Bug will be cut from the budget; however, we are locked into the contract until the end of June 2023. The funding fix for Walworth County will likely pass. Steve Ohs was asked to write a statement of support regarding the impact of the Tri-Troy merger. The merger committee for ALS and LLS are likely to vote in June on recommendations. Google may return to being free for small libraries. Registration is open for Wisconsin Trustee Training Week. Each day during August 22-26 there is an hour long webinar offered on topics relevant to library boards, trustees, and Friends.
 - f. **East Troy Community Center:** Still borrowing movies.
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** – Sign-up week for the Summer Reading Program was very busy. We ordered 125 posters for kids. Less

than 25 are left. That doesn't include teens or adults. The first program, Figureheads, was yesterday. He was a rapper that included audience participation. We had 37 children and adults attend. Severe weather was predicted, which kept some families home. Sarah Halbesma and Director Bartoli met to discuss fall programming and building wishes. We've started discussion of a bi-weekly library visit alternated with a book delivery. LPP and St Peter's students 5K-2nd grade students visited in the weeks after Memorial Day. Next year St Peters will come weekly, weather permitting, to check out books. **Staff Activity & News** – The Cash Management Report/cash in drawer has been off five out of nine days this month. In general, we need to slow down and finish transactions before moving on to the next patron. Lisa Gitz fractured her wrist while on vacation. She will be in a removeable cast for about six weeks. **Building Update** – The water fountain is in the building beside the lobby lighting fixtures waiting for installation. The elm tree on the south side of the building is dying and scheduled to be removed by winter. On June 7th DPW and O'Leary were here dealing with a sewage backup into the furnace room. This is the third time this has happened. DPW will bring in a contractor to clean and scope the pipe to identify the problem. **Misc.** – On June 2nd the Circ 2 CPU died. LLS was able to pull a like model from their used stock and swap out. It took a few days to reestablish access to printers, files and websites. This is why we've waited to update WorkFlows on Circ 1. Eileen Suhm has begun revising the Village Personnel Manual.

- c. **Heritage Project (Discussion):** Board reviewed email update from Candace Porter dated May 18, 2022. The news is exciting, but nothing we can move on as the East Troy Lions Public Library.
- d. **Tri-Troy Agreement (Discussion):** Board reviewed the June 8, 2022 letter from Walworth County Administrator Mark W. Luberda regarding the Joint Library Agreement. It was very positive. The only concern listed was one the Board identified in the original draft.
- e. **Shared Librarian Agreement (Discussion & Action):** Trustee Nugent moved and Trustee Consiglio seconded to approve the employment agreement for a

shared employee with the understanding that the wages and hours are to be determined. Motion carried.

- f. Shared Librarian Position (Discussion & Action):** Trustee Nugent moved and Trustee Consiglio seconded to approve the position with wages at \$16.00/hour. Motion carried.
 - g. New Job Position Description: Shared Librarian (Discussion & Action):** Trustee Nugent moved and Trustee Consiglio moved to approve the Shared Librarian job description. Motion carried.
 - h. School Board Representative (Discussion & Action):** Trustee Nugent moved and Trustee Consiglio seconded to send the letter to Dr. Hibner requesting a representative from the School Board. Motion carried.
 - i. Position Posting (Discussion):** A rough draft of the job posting was reviewed. No changes were suggested.
- 6. Library Board - Future Items:** Officer Positions, Donations Policy, Posting update
- 7. Adjourn:** President Murphy adjourned the meeting at 5:31 pm.

Next meeting: Tuesday, July 12, 2022

Respectfully Submitted,

Tami Bartoli, Acting Secretary