

East Troy Lions Public Library

Board Meeting Minutes

January 16, 2024

1. **Call to Order:** Vice President Thomas called the meeting to order at 4:18 pm.
2. **Roll Call:** Director Bartoli and Trustees Brobst, Friemoth, Gotz, Manschot, and Nugent were present. Trustee Consiglio and President Murphy attended via videoconference.
Absent: None
3. **Citizen Participation:** No citizen participation.
4. **Approval of Library Board Minutes:** Approval of Minutes dated December 12, 2023
Approved as presented.
5. **Representative Reports**
 - a. **Town of East Troy:** No report
 - b. **Town of Troy:** No report
 - c. **Village of East Troy:** A Tri-Troy meeting is scheduled to discuss library issues.
 - d. **East Troy School Board:** A report detailing the activities of the Little Prairie, Prairie View, Middle School and High School was presented. The Middle School had an exciting week of school with the final competition of the Battle of the Books. All teams did an impressive job and a 7th grade team, The Goofy Goobers, came in first. They will represent ETMS at the state level. The High School ran their first team battle with the support of aide Connie Amon.
 - e. **Friends of the ETLPL:** Will meet on January 19th at 1:30 pm.
 - f. **Prairie Lakes Library System (PLLS):** The directors meet virtually on January 9th. The PLLS Board signed contracts with our two resource libraries: Hedberg and Racine Public Libraries. Steve Ohs will be holding three virtual sessions to help directors complete their Annual Report due in March. As always, IT will pull as much information from the catalog as they can. Library Legislative Day is February 6th. Consultant Rachel Arendt gave a presentation: Tips for Effective Board Meetings.
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 20 & 21 (Discussion): Discussion of The Library Board and Building Accessibility and The Library Board and Accessible Services chapters.

b. Strategic Planning Update (Discussion): Committee met January 5th to plan distribution of survey. Lisa created fliers and social media posts. Survey opens February 1st.

8. New Business:

a. Bylaws (Discussion & Action): Trustee Brobst moved and Trustee Manschot seconded to accept changes to Board Membership section. Motion carried.

b. Circulation/Overdue Policies (Discussion & Action): Trustee Brobst moved and Trustee Manshot seconded to eliminate the redundant Overdue Policy. Motion carried.

c. Job Posting (Discussion & Action): Trustee Nugent moved and Trustee Friemoth seconded to accept a salary range of \$16.85-\$17.50 for the job posting. Motion carried.

9. Library Board - Future Items: 2023 Annual Report

10. Adjourn: President Murphy adjourned the meeting at 5:30 pm.

Next meeting: Tuesday, February 20, 2024

Respectfully Submitted,

Jackie Gotz, Secretary



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Date: January 9, 2024

To: ETLPL Board of Trustees

From: Tami Bartoli, Director

Re: Director's Report

- 1. Programming Information:** The Winter Reading Program ends this week. Final numbers will be given next month, but we have around 100 participants. The ETMS and ETHS Battle of the Books were held in December. The middle school had 12 teams with 44 total participants while the high school had 2 teams with 7 total participants. This month students from the ETHS's Early Childhood Education class will help us launch a weekly Play Group on Tuesday's at 10:00-12:00. Jennifer is working hard to switch the Christmas book display to a Puzzle Swap, which begins January 8th and runs through the end of the month.
- 2. Staff Activity:** We all enjoyed the extra days off during the holidays. There was much work waiting for us following four closed days and packing up the Christmas books on display. Staff is also working on cleaning and updating forms.
- 3. Building Update:** Shelving is being delivered on January 5th and 9th. The first delivery is from our 2024 Capital Budget and will be metal shelves for the adult section of the lower level. The second delivery is from IKEA. They were purchased during a winter sale which allowed for replacement of the worrisome shelves as well as organization shelves for other areas. Kristina is looking at paint chips to select a color for the walls.
- 4. Misc:** The Village of East Troy has moved our local account to from First Citizens Bank to Citizens Bank. While PLLS contemplates their Youth Services position, Elkhorn has organized a monthly Hybrid meeting for youth staff in the system on the second Monday of the month.