

# East Troy Lions Public Library

## Board Meeting Minutes

April 9, 2024

1. **Call to Order:** President Murphy called the meeting to order at 4:15 pm.
2. **Roll Call:** Director Bartoli and Trustees Gotz, Manschot, Nugent, and Thomas were present. Trustee Consiglio attended via video conference.  
Absent: Brobst, Friemoth
3. **Citizen Participation:** No citizen participation.
4. **Approval of Library Board Minutes:** Approval of Minutes dated March 12, 2024  
Approved as presented.
5. **Representative Reports**
  - a. **Town of East Troy:** No report
  - b. **Town of Troy:** No report
  - c. **Village of East Troy:** No report
  - d. **East Troy School Board:** No report
  - e. **Friends of the ETLPL:** The Friends approved payment of \$2,600 for the SRP and \$523 toward Nancy's memorials: \$123 was earmarked for the bench, \$400 for the landscaping. Annual Meeting is May 3<sup>rd</sup> at 1:30.
  - f. **Prairie Lakes Library System (PLLS):** As part of the solution to our SHARE Anywhere app issues, IT has enabled a reply feature for patrons receiving text notifications. HELP will receive a list of the possible queries the catalog can answer such as LIST DUESOON. The annual computer order is in. They are being configured and readied for installation. The PLLS Board is working on a Compensation Policy. Once passed, it will provide guidance for the creation of the youth services consultant job description, which will likely become a program consultant position: youth, adult, and inclusive services. Directors were invited to participate in a web demo with ReciteMe, a service focusing on website accessibility. This is one of the vendors we are considering adding to the 2025 budget.
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. Summer Reading Program Bookmark Competition (Discussion & Action):**

Fourth grade students at Prairie View Elementary made bookmarks for the SRP. Of the 12 submitted the Board chose 3 to be printed and distributed this summer.

**b. Strategic Planning Update (Discussion):** Director Bartoli presented the Community Survey results developed by the Strategic Planning Committee.

**8. New Business:**

**a. Wisconsin Public Library Standards (Discussion):** “Wisconsin Public Library Standards” were distributed. The first three sections will be discussed at the May meeting.

**b. July 1<sup>st</sup> Children’s Parade (Discussion):** In previous years there was no programming the week of the 4<sup>th</sup> of July. This year we will host a Children’s Parade proceeding in front of the high school, cross to the middle school, and finish at Playmore Park.

**c. Nancy’s Nook Dedication (Discussion & Action):** Trustee Nugent moved and Trustee Thomas seconded to hold Nancy’s Nook dedication on Saturday, June 8<sup>th</sup> at 11 am if agreeable to the family. Motion carried.

**d. Employee Compensation (Discussion & Action):** No action taken.

*Pursuant to Wis. Stat. 19.85(1)(c) the Library Board may go into closed session when considering employment, promotion, compensation or performance evaluation data for public employees over which it has jurisdiction or exercises responsibility and then move back into open session to complete the meeting.*

Trustee Nugent moved and Trustee Gotz seconded to move into closed session at 5:10 pm.

Nugent – yes, Manschot – yes, Murphy – yes, Gotz – yes, Thomas – yes, Consiglio – yes. Motion carried.

**9. Library Board - Future Items:** Circulation Policy, Thumb Drive Policy, Employee Compensation, Dedication Ceremony

**10. Adjourn:** President Murphy adjourned the meeting at 5:26 pm.

**Next meeting: Tuesday, May 14, 2024**

**Respectfully Submitted,**

**Jackie Gotz, Secretary**



East Troy Lions Public Library ~ 3094 Graydon Avenue ~ East Troy, WI 53120  
262-642-6262 ~ [et@easttroy.lib.wi.us](mailto:et@easttroy.lib.wi.us)

Date: April 9, 2024

To: ETLPL Board of Trustees

From: Tami Bartoli, Director

Re: Director's Report

- 1. Programming Information:** We are planning for the SRP which run similar to past years. The theme is Adventure Begins at Your Library. The finalists in the bookmark competition will be exhibited at the meeting for selection of the top three. Those will be printed and made available in the library this summer. Maria would like to host a children's parade on July 1<sup>st</sup>. That is the only Monday we don't normally hold programming in June or July. The library would supply crafting materials to decorate bikes/strollers. The parade would march past the high school and return past the middle school ending at Playmore Park. We'll also be planning some jigsaw puzzle events leading up to the system wide competition. Monday, April 8<sup>th</sup> five Walworth County libraries hosted an eclipse event at Sunset Part in Elkhorn that included children's crafts and a food truck. A NASA feed was available as well. The library has been invited to participate in Co-Operation Learn at Little Prairie Primary again this year which we will do.
- 2. Staff Activity:** Maria Hinnners started on Monday, March 25<sup>th</sup> as our new children's librarian. She will be working Tuesday, Thursday and Friday until school lets out. At that time, she will work Monday, Thursday, Friday, and every other Saturday. As a result of her hours and ideas, we are making some changes to the program schedule beginning in June. Neither Anna nor I are interested in continuing the shared librarian position with the school district. Beginning in June, she will be working only with us. She will continue work on the newspaper project and share cataloging responsibilities with Lisa.
- 3. Building Update:** The Lower Level's facelift is nearly complete. Painting is complete and most of the shelving is in place. We did have a problem with water in the furnace room last week. DPW cleaned out the gutter which helped. There was evidence of a previous sewer backup as well that was easily cleaned up. The maple's roots will need to be cleaned out of the tunnel again. The fire inspector was here. We were fine. He will now be inspecting every six months instead of yearly.
- 4. Misc:** This is National Library Week. Spread the word. I will be presenting the community survey results to the Tri-Troy Board later this month.