

East Troy Lions Public Library

Board Meeting Minutes

August 13, 2024

- 1. Call to Order:** President Murphy called the meeting to order at 3:17 pm.
- 2. Roll Call:** Director Bartoli and Trustees Brobst, Consiglio, Friemoth, Gotz, Manschot, and Nugent were present.
Absent: Thomas
- 3. Citizen Participation:** No citizen participation.
- 4. Approval of Library Board Minutes:** Approval of Minutes dated July 9, 2024
Approved as presented.
- 5. Representative Reports**
 - a. Town of East Troy:** no report
 - b. Town of Troy:** Water restrictions have been lifted
 - c. Village of East Troy:** Tri-Troy meeting is tentatively scheduled for August 27, 2024 @ 6:30pm
 - d. East Troy School Board:** Connie Amon has accepted the District Librarian position for the district, pending WI DPI license approval
 - e. Friends of the ETLPL:** Responsibilities for the play have been assigned, they are seeking volunteers and have reviewed their financial standings. They have approved two new chairs for the ETLPL programing space
 - f. Prairie Lakes Library System (PLLS):** First round of interviews for the Library Programming Coordinator are complete. The BC Mobil 2 app is nearly ready. It will be released for trial soon. There was a refund for the months without access that will be divided among the libraries and applied to our 2025 charges. A committee was formed to explore options/recommendations regarding digital content and the Hoople vs OverDrive issue. Tovah Anderson sent out a mailer to new residents throughout the system inviting them to visit their local library card. That mailer will serve as proof of residency. Fall Banquet is October 24th. The trustee meeting was hosted @ ETLPL in July.
- 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. **Circulation Policy (Discussion & Action):** Trustee Brobst moved and Trustee Gotz seconded to table the circulation policy discussion & action until September 2024. Motion carried.

8. New Business:

- a. **2024 Capital Budget Balance (Discussion & Action):** Trustee Nugent moved and Trustee Consiglio seconded to authorize the Capital expense budget not to exceed \$1500 for 3 shelving units. Motion carried.
- b. **2025 Capital Budget Addition (Discussion & Action):** Trustee Nugent moved and Trustee Manshot seconded to add \$1000 to the Capital budget for additional shelving. Motion carried.
- c. **2025 Operational Budget (Discussion & Action):**

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 4:16pm. Motion carried.

Brobst-yes, Nugent-yes, Manshot-yes, Murphy-yes, Friemoth-yes, Consiglio-yes.
Thomas-absent.

Trustee Manshot moved and Trustee Nugent moved back to open session at 4:44pm. Motion carried.

Trustee Brobst moved and Trustee Manshot seconded to approve a 3% wage increase for ETLPL staff. Motion carried.

Trustee Nugent moved and Trustee Consiglio seconded to approve the operational budget with changes. Motion carried.

- d. **2025 Hours of Operation (Discussion & Action):** Trustee Nugent moved and Trustee seconded to extend hours on Monday to 7pm, beginning January 1, 2025. Motion carried.
- e. **Fall Meeting Time (Discussion & Action):** Trustee Consiglio moved and Trustee Nugent seconded to move the ETLPL board meeting to 4:15pm, starting in September. Motion carried.

9. Library Board - Future Items: Circulation Policy, Thumb Drive Policy, Director Reviews, Electronic sign discussion

10. Adjourn: President Murphy adjourned the meeting at 4:54 pm.

Next meeting: Tuesday, September 10, 2024

Respectfully Submitted,

Erin Friemoth, Secretary



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Date: August 13, 2024

To: ETLPL Board of Trustees

From: Tami Bartoli, Director

Re: Director's Report

- 1. Programming Information:** Summer programming is winding down. August 12th saw the last of the Monday performers with 748 attendees up to that point. That is down from last year while Summer Reading sign-ups were up with 358 total participants. Next year, I'll look at more outdoor signage for Monday programs. It's working well for the zoo pass and was used last year for programs. We do have a schedule worked out for the fall that will run in the Park & Recreation's program guide. A copy of the calendar is included in your packet.
- 2. Staff Activity:** The librarians worked out a new schedule for the fall. Lisa, Maria, and I had a conversation about 1000 Books B4K program. It largely focused on the work involved for parents and how to simplify that. Anna has been creating new tracking sheets that involve coloring rather than writing every title as well as the September-December Schedule we'll hand out at the library.
- 3. Building Update:** Since the new furniture was set up, the old couch has been needed several times to comfortably seat program participants. The Friends have approved the purchase of two additional chairs to meet that need.
- 4. Misc:** Next week is Trustee Week. Included in the packet is a brochure highlighting the presenters. PLLS sent out emails for Fall Banquet registration. The Banquet will be held at Evergreen Golf Club in Elkhorn on October 24th beginning at 5:00. The guest speaker will focus on early literacy and child development.
Steve Ohs reported the Wisconsin Counties Association has agreed upon recommended language for the joint library funding issue. Ohs then presented the language and background to the Wisconsin Library Association's Legislative Branch.