

East Troy Lions Public Library

Board Meeting Minutes

May 14, 2024

1. **Call to Order:** President Murphy called the meeting to order at 4:16 pm.
2. **Roll Call:** Director Bartoli and Trustees Brobst, Consiglio, Friemoth, Manschot, Nugent, and Thomas were present.
Absent: Gotz
3. **Citizen Participation:** No citizen participation.
4. **Approval of Library Board Minutes:** Approval of Minutes dated April 9, 2024
Approved as presented.
5. **Representative Reports**
 - a. **Town of East Troy:** Town Board was invited to the Dedication ceremony for Nancy O'Connell
 - b. **Town of Troy:** No report
 - c. **Village of East Troy:** The library was the focus of the meeting of the Tri-Troy Boards.
 - d. **East Troy School Board: Preparing** for the end of the year. The ETHS library led a crowd sourced poem which turned out very well. Director Bartoli is spending this week reading the LPP classes and promoting the SRP.
 - e. **Friends of the ETLPL:** May 3rd was the Annual Meeting. Treasurer Emmerich reported income over the past 12 month as \$9,659.01 with \$5,873 of that from the fall play thanks to Mary Nugent and her cast. Plans are in the works for *Wine Cheese & Murder* in October. There will be six performances which may include available upgrades for socializing before the performance. This year's Books & Bites will be on May 25th and include items from the Yarn & Stitch group. Members voted on the Executive Board and approved \$7,000 toward the purchase of library furniture for the Lower Level.
 - f. **Prairie Lakes Library System (PLLS):** PLLS has renewed its lease on the Waterford site. They continue to work on a staff compensation model. We have been working on the 2025 Budget which involves a lot of demos of potential new products. No firm decision, but it did lead to a discussion on Hoopla. For most libraries this is a drain on budgets as it is a pay-per-use service. Directors are going to have a conversation about redirecting those funds into Libby. There is also general interest in a marketing service that allows for sharing of promotional materials and creation of newsletters. Fall Banquet is October 24th

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. **Wisconsin Public Library Standards (Discussion):** Library staff will complete the checklist to determine in which tier library services currently fall. The Board will discuss each tier one at a time in order to set priorities.
- b. **Nancy's Nook Dedication (Discussion):** Nancy's families have confirmed the date as have Benchmark and Dynamic Awards. Publicity will go out this week.
- c. **Strategic Plan Update (Discussion):** The next and final cohort meeting with WiLS is in July. The committee is meeting every other week in order to write the plan.
- d. **Employee Compensation (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 Brobst seconded to move into closed session at 4:46 pm

Brobst – yes, Nugent – yes, Manschot – yes, Thomas – yes, Murphy – yes, Friemoth – yes, Consiglio – yes

Trustee Thomas moved and Trustee Nugent seconded to go back to open session and continue the meeting. Motion carried.

8. New Business:

- a. **2024 Capital Budget (Discussion & Action):** Trustee Thomas moved and Trustee Consiglio seconded to reallocate \$8,000 from the 2024 Capital Budget for furnaces toward sewer issues. Motion carried.
- b. **2025 Capital Budget (Discussion & Action):** Trustee Nugent moved and Trustee Thomas seconded to approve the 2025 Capital Budget. Motion carried.
- c. **Shared Library Agreement (Discussion):** The ETCS Board was sent a letter indicating the agreement will not be renewed for the 2024-2025 school year.
- d. **Website ADA Legislation (Discussion):** Brief informational discussion regarding letter from Piper Web which hosts our website.

- 9. Library Board - Future Items:** Circulation Policy, Thumb Drive Policy, Update on Director Goals, Wisconsin Public Library Standards, Strategic Plan
- 10. Adjourn:** President Murphy adjourned the meeting at 5:35 pm.

Next meeting: Tuesday, June 11, 2024

Respectfully Submitted,

Tami Bartoli, Acting Secretary



East Troy Lions Public Library ~ 3094 Graydon Avenue ~ East Troy, WI 53120
262-642-6262 ~ et@easttroy.lib.wi.us

Date: May 14, 2024

To: ETLPL Board of Trustees

From: Tami Bartoli, Director

Re: Director's Report

- 1. Programming Information:** The summer program schedule has been expanded from previous years. Maria has several ideas for various ages we are implementing. Anna created a calendar overview we can hand out to patrons. A copy will be available at the meeting. We are also prepping the SRP prizes and paperwork. The Chamber of Commerce has asked the ETLPL to participate in the 2024 Scavenger Games announced in the March edition of *Good Neighbors*. The dates are June 15, August 17, and October 19, all of which are Saturdays. We are working out the details.
- 2. Staff Activity:** Lisa and Connie have fit in some vacation time this past month while Tami has 5 hours left from the amount carried over. We continue to organize the lower level. All new shelves are assembled and in place. A few of the replaced shelves have yet to be moved into their new homes. Most will be used to hold light items in storage spaces. DVDs and audio CDs have been weeded in time for the Friends Books and Bites sale on Saturday, May 25th.
- 3. Building Update:** Jason and I took a walk around the building looking for items that will need attention in the next few years. This will be further discussed when looking at the 2025 Capital Budget. Paul Hahlbeck from Benchmark and I also met regarding the landscaping around Nancy's bench. We selected a tan paving stone with bricks of three different sizes. These are leftover from a project three years ago and will be donated as will labor. Otherwise, we've simply been working on a lot of rearranging.
- 4. Misc:** Mary Nugent, Leslie Thomas, and Kathy Brobst were all reappointed to the Library Board as Village Trustee and Village resident appointments. Thank you, ladies, for continuing to serve on the Board. On April 23rd, I presented the Community Survey results to the Troy-Troy Boards meeting. They were very receptive. The presentation followed Walworth County Administrator Luberda's update. It is too late this year for the Wisconsin Legislature to consider making changes; however, Luberda is working with follow county administrators to craft the wording in preparation of next year's legislative session.