

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES
August 21, 2017 MEETING MINUTES
For approval at the September 18, 2017 Meeting
Park View Room, Village Hall

1. Call to Order.

The meeting was called to order at 4:40 p.m. Board members present were: John Alexander, Dave Hecker, Bonnie Klamik, Patty Kujawa, Kristin Olson, Karen Sopik, Mary Weller and Library Director Sarah Muench, Board Administrative Officer.

2. Approval of the Agenda.

Upon motion made by Patty Kujawa and seconded by John Alexander, the Agenda was unanimously approved.

3. Hearing of the Public.

In Janet Wintersburger's absence, the following FOEGL report was read by Bonnie Klamik:

- a. Thanks to Deb Flanigan, our first newsletter went out. A schedule has been developed for future newsletters.
- b. Jon Cerny and Andrea from Great Harvest Bread Company will be honored by the Village Trustees on August 28th at 7:30 p.m., as part of their monthly meeting. A proclamation will be read honoring Great Harvest for supporting FOEGL's Bookie Cookie fundraiser and other community groups. Library Trustees are invited to attend.
- c. Elm Grove Reads will be held at Sunset Playhouse on October 10th. The book is *Ordinary Grace* by William Kent Krueger. The discussion will be led by Professor Judith Steininger. Eighty seats are available. Extra books and tickets (\$5/each) will be available at the library in early September. (Having a ticket fee helps to ensure attendance.)
- d. Our first children's program will be Mad Scientists' *Up Up and Away* on Saturday, October 30th.
- e. The Used Book Crew plans to establish an eBay account under the FOEGL name to sell more valuable books to a national audience. Money would be deposited into a Pay Pal Giving Fund that has no fees attached because we are a 501(c)(3). Other libraries do this. On occasion, FOEGL has discovered books valued at up to \$200.

4. Minutes of the Previous Meeting.

The minutes of the July 17, 2017 meeting were reviewed. There was a change made to the language under "11. Reconvene into open session." The fee structure under "After three years" was changed to say "Eligible for village annual cost of living increase, with

the salary not to exceed \$10.00/hour.” Upon motion made by Dave Hecker and seconded by John Alexander, the minutes were approved as amended.

5. Future Meeting Dates.

September 18, 2017

October 16, 2017

November 20, 2017

Upon motion made by John Alexander and seconded by Dave Hecker, the dates were approved.

6. Treasurer’s Report

(a) Operating Budget Accounts Payable

August 2017

- On a motion by John Alexander and seconded by Patty Kujawa, the board approved the expenditure of \$5,066.41 in July 2017.

(b) Gift Fund Accounts Payable.

(1) LGIP-4

August 2017

- On a motion by John Alexander and seconded by Kristin Olson, the board approved the expenditure of \$5,743.26 in July 2017.

(c) Capital Budget

- On a motion by John Alexander and seconded by Dave Hecker, the board approved an expenditure of \$7,170.00 to Lemberg Electric Co., Inc., for installation of LED fixtures.

(2) LGIP-10 None.

(d) Gift Fund Status of Accounts. The following Gift Fund account balances were announced:

July 2017

(1) LGIP-4 \$24,052.96

(2) LGIP-10 \$32,508.60

7. Director’s Report

a. Library activity report

b. Youth program report

c. Library and Staff news and library programs

d. Gifts.

- On a motion by John Alexander and seconded by Mary Weller, the board approved acceptance of \$5,000.00 from the Evan and Marion Helfaer Foundation.
- On a motion by John Alexander and seconded by Dave Hecker, the board approved the Great Courses DVD and guidebook set: *Confucius, Buddha, Jesus and Muhammad* from Margaret Budde.

8. Old Business.

Collection development strategy. The board reviewed the first two paragraphs of the Materials Selection Policy and made several changes. This discussion will be continued at the next meeting.

9. New Business.

- a. Unattended children policy. Review of current policy, which was written in 2006. Sarah will research other library policies. This issue will be placed on the September agenda for further discussion.
- b. Standards for 2018 exemption. The changes that were approved last month. We discussed the changes made in 2017. On a motion made by John and seconded by Dave the board approved the *Certification of Eligibility for Exemption from County Library Levy Based on Standards Compliance*.

Upon motion made by John Alexander and seconded by Patty Kujawa, the meeting was adjourned at 6:05 p.m.

Respectfully submitted,

Karen Sopik
Secretary