

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES
March 16, 2020 MEETING MINUTES
Park View Room, Village Hall

1. Call to Order.

The meeting was called to order at 5:02 p.m. Board members present were: John Alexander, Bonnie Klamik and Sarah Muench in person; Sally Cashin, Dave Hecker, Kim Irwin, Kristin Olson and Karen Sopik, via telephone link.

2. Approval of the Agenda.

Upon motion made by John Alexander and seconded by Dave Hecker, an abbreviated Agenda was approved by the board.

3. Hearing of the Public. Kathy Cavalco reported via telephone link.

a. FOEGL Board Meetings

- i. Met on February on 2/20/2020.
- ii. March 19, 2020 meeting was cancelled due to COVID-19 concerns. They will communicate via electronic means.
- iii. A nominating committee has been formed to fill open FOEGL board positions.

b. Event Updates

- i. 25th Lights of Love proceeds are \$18,589.85, which has been adjusted to include expenses.
- ii. Seussical (Used Book) Sale March 5-8; the preliminary number is \$19,606.67 with expenses included.

c. Youth Librarian Sue Daniels (postponed to a later date)

4. Minutes of the Previous Meeting.

The minutes of the February 17, 2020 meeting were reviewed. Upon motion made by John Alexander and seconded by Kristin Olson, the minutes were approved as written.

5. Future Meeting Dates.

April 20, 2020

May 18, 2020

June 22, 2020 (This date is a change to accommodate the ability to process financial records)

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

6. Treasurer's Report .

(a) Operating Budget Accounts Payable

February 2020

- On a motion by John Alexander and seconded by Dave Hecker, the board approved the expenditure of \$29,146.47 in February.

(b) Gift Fund Accounts Payable

(1) LGIP-4

February 2020

- On a motion by John Alexander and seconded by Sally Cashin, the board approved the expenditure of \$1,786.71 in February.

(c) Capital Budget Accounts Payable

February 2020

- On a motion by John Alexander and seconded by Kristin Olson, the board approved the expenditure of \$5,269.25 in February.

(d) Operating Budget Accounts Payable

March 2020

- On a motion by John Alexander and seconded by Karen Sopik, the board approved the expenditure of \$8,498.56 in March.

(e) Gift Fund Accounts Payable

(1) LGIP-4

March 2020

- On a motion by John Alexander and seconded by Dave Hecker, the board approved the expenditure of \$284.28 in March.

(f) Gift Fund Status of Accounts.

The following Gift Fund Account balances were announced:

March 2020

- | | |
|-------------|-------------|
| i. LGIP-4 | \$35,847.46 |
| ii. LGIP-10 | \$23,819.50 |

7. Director's Report

Gifts

- (a) On a motion by John Alexander and seconded by Kristin Olson, the board accepted a gift of \$25.00 from Lucille Abernathy.
- (b) On a motion by John Alexander and seconded by Dave Hecker, the board accepted the books *A Minute to Midnight* by David Baldacci and *Kiss the Girls and Make Them Cry* by Mary Higgins Clark, from the Elm Grove Woman's Club in memory of Mary Muench.
- (c) On a motion by Kristin Olson and seconded by John Alexander, the board accepted the books *Delish Insane Sweets* by Joanna Saltz and *The Sewing Book* by Alison Smith, from the Elm Grove Woman's Club in memory of JoAnn Brandt.

8. Old Business

No old business

9. New Business

Allowable costs worksheet

On a motion by John Alexander and seconded by Dave Hecker, the board approved the Allowable Cost Worksheet as written.

10. Convene into closed session

Postponed.

11. Adjournment

Upon motion made by John Alexander and seconded by Kim Irwin, the meeting was adjourned at 5:45 p.m.

Respectfully submitted,

Karen Sopik
Secretary