

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES
MARCH 21, 2022 APPROVED MEETING MINUTES

1. Call to Order.

The meeting was called to order at 5:01 p.m. Board members present were: Dave Hecker, Kayte Parkin and Karen Sopik, in person; and John Alexander and Sally Cashin via Zoom. Also present: Sarah Muench, Library Director, and Dave Cronin, FOEGL president, in person. Kayte Parkin joined the meeting in progress. Excused: Kristin Olson.

2. Approval of the Agenda.

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

3. Minutes of the January 17, 2022 Meeting.

The minutes of the January 17, 2022 meeting were reviewed. Upon motion made by John Alexander and seconded by Dave Hecker, the minutes were approved after making a change in the title from “Approval at the February 21 meeting” to “Approval at the March 21 meeting.”

4. Hearing of the Public. Dave Cronin presented.

- a. The Used Book Sale was a huge success. Approximately \$19,000 was raised.
- b. Lights of Love funds were approved to be sent to the library.
- c. FOEGL has received some generous donations of late.
- d. FOEGL will consider using some funds to support long term library projects that have not yet been defined.
- e. The May meeting is the last of FOEGL’s fiscal year.

5. Future Meeting Dates.

- April 18, 2022, at 4:00 p.m.
- May 16, 2022, at 5:00 p.m.
- June 20, 2022, at 5:00 p.m.

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 2022

- On a motion by John Alexander and seconded by Kayte Parkin, the board approved the expenditure of \$25,730.85 in February.

(b) Gift Fund Accounts Payable

(1) LGIP-4

February 2022

- On a motion by John Alexander and seconded by Dave Hecker, the board approved the expenditure of \$5,882.49 in February.

(c) FOEGL Gift Fund Accounts Payable

February 2022

- On a motion by John Alexander and seconded by Sally Cashin, the board approved the expenditure of \$1,353.41 in February.

(d) Status of Accounts

The following Gift Fund Account balances were announced:

February 2022

i.	LGIP-4	\$26,656.81
ii.	FOEGL	\$14,487.50
iii.	LGIP-10	\$23,887.60

(e) Operating Budget Accounts Payable

March 2022

- On a motion by John Alexander and seconded by Karen Sopik, the board approved the expenditure of \$7,778.70 in March.

(f) Gift Fund Accounts Payable

(1) LGIP-4

March 2022

- On a motion by John Alexander and seconded by Kayte Parkin, the board approved the expenditure of \$109.71 in March.

(g) FOEGL Gift Fund Accounts Payable

March 2022

- On a motion by John Alexander and seconded by Dave Hecker, the board approved the expenditure of \$549.46 in March.

(h) Gift Fund Status of Accounts.

The following Gift Fund Account balances were announced:

March 2022

i.	LGIP-4	\$23,972.62
ii.	FOEGL	\$12,405.11
iii.	LGIP-10	\$23,890.57

7. Director's Report

- A. Library statistics, programming and activity report
- B. Youth report
- C. Gifts (No gifts)

8. Old Business

Update on facilities assessment progress

FEH Design Timeline. Sarah recently had a virtual meeting with Bill Wilson to set up a schedule for affinity groups. Six affinity groups have been identified: 1) Retirees; 2) Grandparents; 3) Teen volunteers; 4) FOEGL execute board; 5) Parents of school age children; and 6) Woman's Club Members. There will also be one open affinity session for anyone who wasn't able to make it to their scheduled group meeting. The Village manager will be interviewed separately. Sarah will introduce FEH at the affinity group meetings and then leave. There will also be two staff focus groups that meet with FEH. The board trustees will meet with FEH in April. A zoom option will be offered during affinity group meetings.

9. New Business

- a. 2021 Wisconsin Public Library Annual Report

Upon motion made by John Alexander and seconded by Kayte Parkin, the board approved the Public Library Annual Report as presented and authorized Dave Hecker and Sarah Muench to sign the document on behalf of the board.

10. Convene into closed session

Convene into closed session pursuant to WSS Section 19.85 [1][c] to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercised responsibility, regarding employee compensation. May reconvene into open session to take action on items discussed in closed session.

11. Reconvene into open session

Following discussion, the board recommended a one-time bonus of \$500 for 2021 performance, for the following librarians:

Sue Daniels, Assistant Director and Youth Services Librarian
Noah Weckwerth, Adult Services Coordinator
Rachael Fealy-Layer, Technical Services Librarian

Upon motion made by John Alexander and seconded by Sally Cashin, the meeting was adjourned at 5:19 p.m.

Respectfully submitted,

Karen Sopik
Secretary