



South Milwaukee Library  
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**BOARD OF TRUSTEES**  
**Minutes**  
**Regular Meeting**  
February 26<sup>th</sup>, 2019

The regular meeting was called to order by President Reszel at 6:30 p.m.

Present: Clark, Drummer, Laabs, Meidam, Reszel  
Excused: Daniels, Suarez Lemcke  
Library Staff: Champe (Library Director)  
Other: Tami Mayzik (City Administrator), Joe Bukowski (City Alderperson)

Adoption of Agenda

Motion by Drummer/Meidam to adopt the agenda as presented. By voice vote, all voted in the affirmative. Motion carried.

Public Comment

None.

Correspondence

None.

Foundation/Friends Update

Trustee Laabs reported that FOSMIL has met and approved bylaws and a logo. They are working to open a checking account and are planning a soft opening at the May booksale.

President Reszel reported that the Library Foundation has disbanded. Their remaining funds of about \$1,800.00 have been donated to the library's new friends group.

Committee Reports: Personnel and Finance, Legislation and Technology, and Building

None

Agenda Topics

*The Board of Trustees reserves the right to take action on any of the items listed below.*

Minutes from the January 22, 2019 Regular Meeting of the Library Board of Trustees

Motion by Drummer/Clark to approve the Minutes from the January 22<sup>nd</sup>, 2019 Regular Meeting of the Library Board of Trustees as presented. By voice vote, all voted in the affirmative. Motion carried.

**Mission Statement**

*To enhance the quality of life in South Milwaukee in a welcoming and innovative environment that provides information and ideas for lifelong literacy and learning*

**Vision Statement**

*To be the fundamental contributor to the quality of life in South Milwaukee*

Expenditures from the Operating Budget and Financial Statement for February 2019.

Motion by Meidam/Drummer to approve expenditures in the amount of \$89,411.27. By voice vote, all voted in the affirmative. Motion carried.

Motion by Meidam/Drummer to receive and place on the file the Financial Statement for February 2019 as presented. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from Library Trust/Gift Accounts for February 2019.

Motion by Meidam/Drummer to approve expenditures in the amount of \$49.99 from the Gift Account and \$286.57 from the Friends Account. By voice vote, all voted in the affirmative. Motion carried.

Motion by Meidam/Drummer to receive and place on the file the Library Trust/Gift Account financial statement for February 2019. By voice vote, all voted in the affirmative. Motion carried.

Library Director's Report

Motion by Meidam/Clark to receive and place on file the Director's Report as presented. By voice vote, all voted in the affirmative. Motion carried.

[Tami Mayzik arrived at 6:53 p.m.]

Recess into Closed Session pursuant to §19.85(1) (c) Wisconsin Statutes for the following reasons:

(c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility for the purpose of discussing personnel matters.

Motion by Meidam/Drummer to recess into closed session at 6:55 p.m.. By voice vote, all voted in the affirmative. Motion carried.

Return to open session to take any necessary action as a result Library Director's Annual Evaluation

Motion by Meidam/Drummer to return to open session at 7:35 p.m. By voice vote, all voted in the affirmative. Motion carried.

[Tami Mayzik departed at 7:35 p.m.]

Authorization for Library Director to fill the vacant full-time Reference Librarian Position

Motion by Drummer/Laabs to authorize the Library Director to fill the vacant full-time Reference Librarian position. By voice vote, all voted in the affirmative. Motion carried.

Annual Library Report : 2018

President Reszel presented the prepared report.

Donations Collected from Book Sales and Book Nook

Motion by Laabs/Meidam that beginning on March 4, 2019 all Book Sale and Book Nook donations will go directly the Friends of the South Milwaukee Library. By voice vote, all voted in the affirmative. Motion carried.

Strategic Planning Update: City and MCFLS

Director Champe reported that both plans are still being drafted. MCFLS expects their report to be finished in late spring.

Weather Impact and Library Operations

Director Champe provided information on how the library operations and hours were impacted during the recent weather events. How the decision is made to open or close during adverse weather was also discussed.

Furniture Purchase Update

Director Champe reported that the new furniture had been ordered. An arrival date had not been finalized.

RFID Project

Director Champe reported that she had meet with Tami Mayzik to discuss the project. The project seems to qualify for the "sole source" provision of the purchasing policy. In order ot move forward with the project, the library board would simply need to approve a motion to waive the bidding requirements and the project could move forward.

Policy Change at Consortium Libraries Relating to Computer Use and Fines

Motion by Meidam/Laabs to allow use of computers by patrons who have fines up to \$250.00 and not move then 5 items in billed status. By voice vote, all voted in the affirmative. Motion carried.

Adjournment

Motion by Meidam/Clark to adjourn at 8:05 p.m. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted

*Elizabeth Champe*

Elizabeth Champe, Ex-Officio Secretary/Library Director

Approved by the South Milwaukee Public Library Board of Trustees, 3/26/2019