



South Milwaukee Library
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BOARD OF TRUSTEES
Minutes
Regular Meeting
July 23, 2019

President Reszel called the regular meeting to order at 6:45 p.m.

Present: Clark, Daniels, Drummer, Laabs, Meidam, Suarez-Lemcke
Excused: Reszel, Bukowski
Library Staff: Manning (Interim Library Director)

Vice President Drummer Chaired the meeting in the absence of President Reszel.

Adoption of Agenda

Added agenda item Capital Expenditures. Motion by Daniels/Meidam to adopt the revised agenda. By voice vote, all voted in the affirmative. Motion carried.

Public Comment: None

Correspondence: None

Friends Update

Trustee Laabs reported that FOSMIL attended the Farmer's Market on August 1st and had \$91.00 in book sales. The Friends also took part in the August 14th Community Night Out. Both events were worthwhile and will be attended next year. The Friends made a marketing pitch at the July 30th author visit, *History of the Oak Leaf Trail*.

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

Legislation and Technology: Trustee Drummer reported on a Library 2.0 mini conference "Emerging Technology" which will be presented as a webinar on October 30th. Trustee Drummer asked event information be emailed to the Board after the meeting by Interim Director Manning.

Agenda Topics

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

2018 South Milwaukee Public Library Audit. Presented by Paul Frantz, CPA, Senior Manager, Baker Tilly Virchow Krause, LLC.

The City of South Milwaukee audit has not been completed, but should be available for the August or September meeting.

Minutes from the June 25, 2019 Regular Meeting of the Library Board of Trustees

Motion by Clark/Daniels to approve the Minutes from the June 25, 2019 Regular Meeting of the Library Board of Trustees as presented. By voice vote, all voted in the affirmative. Motion carried.

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

Motion by Meidam/Suarez Lemcke to approve expenditures in the amount of \$52,068.16 from the Operating Account and \$21,076.99 from the Capitol RFID Account. By voice vote, all voted in the affirmative. Motion carried.

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

Expenditures from Library Trust/Gift Accounts for July 2019.

Motion by Meidam/Daniels to approve expenditures in the amount of \$759.40 from the Friends Account and \$1,177.38 from the Stosick Account. By voice vote, all voted in the affirmative. Motion carried.

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

Appointment to Library Board Standing Committees:

- Building: Trustee Suarez-Lemcke nominated Trustee Clark to remain on the committee
- Finance & Personnel: Trustee Daniels nominated Trustees Meidam and Drummer to remain on the committee.
- Legislative & Technology: Trustee Daniels nominated Trustee Reszel to remain on the committee.
- Representative to Friends: Trustee Clark nominated Trustee Laabs to remain as the Friends liaison.

All nominees accepted the nomination to remain on their current committees. Trustee Drummer received permission from Trustee Reszel to accept the position on his behalf.

Library Director's Report

Motion by Daniels/Suarez Lemcke to receive and place on file the Director's Report as presented.

Review of Library Board Operations Calendar for 2019-2020

The Library Board Operations Calendar was distributed to the Trustees.

Strategic Planning Update: City and Library

The City of South Milwaukee's Strategic Plan is on the agenda for approval at the next Common Council meeting.

RFID Project

RFID tagging began on July 22nd. The Board and Friends are invited to participate in item tagging.

2.2 Circulation Policy Revisions – Material Recovery

Motion by Clark/Meidam to approve the 2.2 Circulation Policy Revisions regarding Material Recovery as presented. By voice vote, all voted in the affirmative. Motion carried.

Access to Electronic Resources with Fines over \$5.00

MCFLS requested feedback from Library Boards on the possibility of increasing the fine threshold for access to electronic resources. The Board would be in favor of increasing the threshold to \$10.01 for all material not just electronic resources.

Hiring New Library Director Timeline

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. *Hiring a New Library Director.*

Motion by Meidam/Suarez Lemcke to adjourn into closed session at 7:29 p.m. By voice vote, all voted in the affirmative. Motion carried.

Return to open session to take any necessary action as a result of the discussing the hiring a timeline for hiring a new library director

Motion by Meidam/Suarez Lemcke to return to open session at 7:47 p.m. By voice vote, all voted in the affirmative. Motion carried. No action was taken.

Adjournment

Motion by Suarez Lemcke/Clark to adjourn at 7:50 p.m. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted

Kathy Manning, Ex-Officio Secretary/Interim Library Director
Approved by the South Milwaukee Public Library Board of Trustees