



South Milwaukee Library
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BOARD OF TRUSTEES
Minutes
Regular Meeting
February 25, 2020

President Reszel called the regular meeting to order at 6:30 p.m.

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

Adoption of Agenda

Motion by Daniels/Drummer adopt the agenda. By voice vote, all voted in the affirmative. Motion carried.

Public Comment: None

Correspondence: None

Friends Update

March 16th from 4-7 PM, is the fundraiser at Cousin's. April 25th we will be collecting items at the library in conjunction with the City's Earth Day Cleanup. May 2nd is the Book Sale.

Board President's Report

1. City Leadership/Communication: A meeting will be schedule with the City Administration to discuss communication and responsibilities.
2. Strategic Planning: The three companies interested in assisting with the Strategic Plan, will be invited to separate Board meetings to give a fifteen-minute presentation/questions
3. Library Report: The draft of the Library 1 page report was distributed. Please send changes by end of day Friday, February 28th,

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 28, 2020 Regular Meeting of the Library Board of Trustees

Motion by Drummer/Daniels to approve the Minutes from the January 28, 2020 regular Meeting of the Library Board of Trustees with the correction that Trustee Bukowski be changed to Alderperson Bukowski. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from the Operating Budget and Financial Statement for January 2020.

Motion by Meidam/Drummer to approve expenditures in the amount of \$85,819.02 from the Operating Account. By voice vote, all voted in the affirmative. Motion carried.

Motion by Meidam/Drummer to receive and place on file the Financial Statement for January 2020 as presented. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from Library Trust/Gift Accounts for January 2020

Motion by Meidam/Drummer to approve expenditures in the amount of \$304.50 from the Friends Account, \$9.55 from the Stosick Account, and \$2,495.00 from the Building/Donation Account. By voice vote, all voted in the affirmative. Motion carried.

Motion by Meidam/Drummer to receive and place on file the Library Trust/Gift Account Financial Statement for January 2020. By voice vote, all voted in the affirmative. Motion carried.

Library Director's Report

The YA shelving shift is complete. The City Financial Committee approved capital expenditures for 2020 – Staff Copier, 2021 – Point of Sale System and Outside Book Drop. Common Council approval is pending. A neighboring library is releasing DVDs before the official release date garnering increased circulation statistics. The MCFLS Director has spoken to the Library Director in question. The 2020 Statistics now include the number of items checked out at the Circulation Desk and the Self-Check Machines.

Motion by Drummer/Meidam to receive and place on file the Director's Report as presented.

RFID Project

Director Manning asked the Volunteer Coordinator at the South Milwaukee Middle School to encourage continue volunteering even after the required hours are met.

Library Account Cleanup

Staff Day March 20

The Board unanimously agreed to close the Library on Friday, March 20, 2020 for a Staff Development Day.

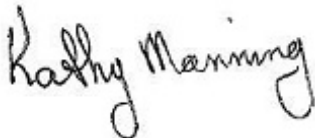
2019 WI Public Library Annual Report/Statement Concerning MCFLS Effectiveness

Motion by Daniels/Meidam to approve the 2019 WI Public Library Report with the statement that MCFLS did provide effective leadership and adequately met the needs of the library.

Adjournment

Motion by Drummer/Meidam to adjourn at 7:30 p.m. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted



Kathy Manning, Ex-Officio Secretary/Library Director

Approved by the South Milwaukee Public Library Board of Trustees 4/28/2020