



South Milwaukee Library  
1907 10<sup>th</sup> Avenue  
South Milwaukee, WI 53172  
P (414)768-8195  
W [smlibrary.org](http://smlibrary.org)

**BOARD OF TRUSTEES**  
**Minutes**  
**Regular Meeting**  
January 28, 2020

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

Present: Bukowski, Clark, Daniels, Drummer, Laabs, Meidam, Reszel,  
Excused: Suarez-Lemcke  
Library Staff: Manning Library Director  
Guest: Tami Mayzik, City Administrator

Adoption of Agenda

Motion by Reszel/Drummer to move the Library/City Relationship item under the Board President's Report and adopt the agenda. By voice vote, all voted in the affirmative. Motion carried.

Public Comment: None

Correspondence: South Milwaukee Historical Society Digitization Project

Motion made by Reszel/Clark to contribute up to \$5,000.00 from the Stosick fund for the purpose of digitizing the microfilm of the South Milwaukee newspaper for the period of 1892 to 2006. The motion was approved with Clark, Daniels, Drummer, Meidam, Reszel voting yea and Laabs voting nay.

Friends Update

In 2019, the Friends raised \$3,383.00. The 2020 fundraising goal is \$6,766.00. March 16, 2020 is a fundraiser at Cousins Subs. Currently, two book sales a year are scheduled. Additional sales may be added since the sale area in the basement has a permanent set up.

Board President's Report

The number, type of programs and attendance are increasing. Circulation of E-Books is going up in response to how patrons want to read their books. A Gallup Poll article, January 24, 2020, *In U.S., Library Visits Outpaced Trips to the Movies in 2019* <https://news.gallup.com/poll/284009/library-visits-outpaced-trips-movies-2019.aspx>, shed light and hope for the use of libraries in the future.

Library/City Relationship

President Reszel and Trustee Bukowski discussed the need for the Library Executive Board and City Leaders to meet soon to discuss areas of candidate screening, and the budget process. The goal is to talk, listen and have both groups work effectively together.

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

Legislation and Technology: Trustee Drummer the next Library 2.020 webinar "Wholehearted Libraries" is 3/10/2020. Director Manning will send the link to the Board.

Building: Items are addressed in the Director's Report.

## ***Agenda Topics***

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

### Minutes from the November 19, 2019 Regular Meeting of the Library Board of Trustees

Motion by Daniels/Clark to approve the Minutes from the November 19, 2019 regular Meeting of the Library Board of Trustees with the correction that Trustee Drummer was not present at the meeting November 19<sup>th</sup> meeting. By voice vote, all voted in the affirmative. Motion carried.

### Expenditures from the Operating Budget and Financial Statement for December 2019.

Motion by Meidam/Drummer to approve expenditures in the amount of \$62,330.47 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 December 2019 as presented. By voice vote, all voted in the affirmative. Motion carried.

### Expenditures from Library Trust/Gift Accounts for December 2019

Motion by Meidam/Drummer to approve expenditures in the amount of \$224.69 from the Friends Account and \$21.20. 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 December 2019. By voice vote, all voted in the affirmative. Motion carried.

### Expenditures from the Operating Budget and Financial Statement for December Year End 2019.

Motion by Meidam/Drummer to approve expenditures in the amount of \$48,107.25 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 December Year End 2019 as presented. By voice vote, all voted in the affirmative. Motion carried.

### Expenditures from Library Trust/Gift Accounts for December Year End 2019

Motion by Meidam/Drummer to approve expenditures in the amount of \$102.56 from the Friends Account and \$967.82 from the Stosick 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 December Year End 2019. 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 \$46,848.36 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 \$200.00 from the Friends 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.

Expenditures from the RFID Capital Budget and Financial Statement for January 2020

Motion by Meidam/Drummer to approve expenditures in the amount of \$42,942.85 from the RFID Capital 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. By voice vote, all voted in the affirmative. Motion carried.

Library Director's Report

The Friends should be in a solid financial position to give money to the Library in 2021. For 2020, Director Manning asked to move \$2000.00 from the Building/Donations account to the Friends account and the library will fundraise an additional \$2,000.00 to meet the programming needs of 2020. Motion made by Meidam/Drummer to move \$2,000.00 from the Building/Donation account to the Friends account.

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

RFID Project

Director Manning is in contact with the Volunteer Coordinator at the South Milwaukee Middle School and several students are assisting with RFID tagging.

Legal Representation for Library

Review of POLICY 2.5: Meeting Rooms Policy

*Attachment D*

Review of MCFLS Privacy Policy Template for Member Libraries

*Attachment E*

Library Director 2020 Goals

*Attachment F*

Motion by Drummer/Clark to receive and place on file the Library Director 2020 Goals.

2019 WI Public Library Annual Report/Statement Concerning MCFLS Effectiveness

*Attachment G*

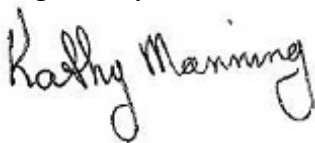
Library Director 2020 Goals

Motion made by Drummer/Clark to approve Manning's 2020 Goals and Objectives.

Adjournment

Motion by Daniels/Drummer to adjourn at 8:10 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 2/25/2020