



South Milwaukee Library  
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South Milwaukee, WI 53172  
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W smlibrary.org

## BOARD OF TRUSTEES

### Minutes

### Regular Meeting

September 22, 2020

President Reszel called the regular meeting to order at 6:32 p.m.

Present: Clark, Drummer, Laabs, Meidam, Reszel, Suarez Lemke  
Excused: Daniels  
Library Staff: Manning Library Director via phone, Langebartels Interim Director

President Reszel extended a thank you to those attending.

#### Adoption of Agenda

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

Public Comment: Kathy's Farewell on 1:30-3:30 pm on Thursday, October 1

Correspondence: Steve Schreiter, South Milwaukee Historical Society, provided an update that the microfilm digitization would require \$3000 from the South Milwaukee Library to complete their project. At an earlier meeting the Library Board approved that funds from the Stosick Account would be used for this project.

#### Friends Update

The Friends are purging old stock to merge in new stock. Trustee Meidam asked when donations will be accepted again. Donated material will be accepted again when there is sufficient space for quarantining donations.

#### Board President's Report

1. There are no good options for the budget.
2. Congratulations to Trustee Clark on receiving his Master's Degree in Urban Development.

Committee Reports: Personnel and Finance, Legislation and Technology, & Building: None

#### ***Agenda Topics***

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

#### **Minutes from the August 25, 2020 Regular Meeting of the Library Board of Trustees**

Motion by Clark/Drummer to amend the motion of increasing Bethany Meyer's wage increase start date from June 8, 2020 to June 1, 2020 from the August 25, 2020 Regular Meeting of the Library Board of Trustees. By voice vote, all voted in the affirmative. Motion carried.

Motion by Drummer/Clark to approve the Minutes as amended from the August 25, 2020 Regular Meeting of the Library Board of Trustees. By voice vote, all voted in the affirmative. Motion carried.

#### Expenditures from the Operating Budget and Financial Statement for September 2020

Motion by Meidam/Drummer to approve expenditures in the amount of \$58,267.59 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 Operating Budget and Financial Statement for September 2020. By voice vote, all voted in the affirmative. Motion carried.

#### Expenditures from Library Trust/Gift Accounts for September 2020

No expenditures noted. Motion by Meidam/Drummer to receive and place on file. By voice vote, all voted in the affirmative. Motion carried.

#### Library Director's Report

Director Manning noted that on site statistics such as building usage, computer usage and circulation are approximately 50% of 2019 September statistics. This shows tremendous support from our patrons since the library reopened on June 1, 2020.

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

#### RFID Project

RFID tagging is 98% complete and continues with Adult CDs.

#### 2021 Budget

The City of South Milwaukee has requested a 5% (\$38,119) reduction in the library's appropriation of City funds. Various budget scenarios were discussed to alleviate the decrease in City Appropriation.

Motion by Meidam/Clark to reduce book expenditures by 25% using Stosick funds, grant a STEP payroll increase for staff, and tap into the Fund Balance reserves for the 2021 budget. By voice vote, all voted in the affirmative. Motion carried.

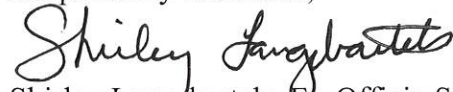
#### Library Services

Service Plan 3 includes extending hours Monday through Thursday to 6 pm and opening meeting rooms to the public starting October 12, 2020. Motion by Drummer/Suarez Lemke to approve Library Service Plan 3. By voice vote, all voted in the affirmative. Motion carried.

#### Adjournment

Motion by Drummer/Suarez Lemke to adjourn at 7:34 p.m. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted,



Shirley Langebartels, Ex-Officio Secretary/Interim Director

Date Approved: December 8, 2020