



South Milwaukee Library
1907 10th Avenue
South Milwaukee, WI 53172
P (414) 768-8195
W smlibrary.org

BOARD OF TRUSTEES
Minutes
Regular Meeting

September 23, 2024

Vice President Sobolik called the regular meeting to order at 5:32 pm.

Present: DeMont, Fenger, Meidam, Sobolik
Excused: Maass, Reszel
Library Staff: Meyer

Adoption of Agenda

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

Board President's Report

In the President's absence, Vice President Sobolik welcomed Director Meyer in her first meeting as the new Library Director.

Public Comment

None.

Correspondence

Meyer a thank you note from the South Milwaukee School District to Trustee Sobolik for participating in the district's Resource Fair.

Friends Update

DeMont shared that the Friends are accepting limited vendor applications for the next book sale, which will occur on November 2nd. She also shared that the Friends Treasurer stepped down and the office is currently vacant.

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

Sobolik shared on behalf of the legislation committee the importance of voting in upcoming elections.

Agenda Topics

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

Minutes from the August 2024 Regular Meeting of the Library Board of Trustees

Motion by DeMont/Meidam to approve, receive, and place on file the August 2024 Regular Meeting minutes. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from the Operating Budget and Financial Statement for August 2024

Motion by Meidam/DeMont to approve expenditures from the Operating Account in the amount of \$44,457.13 and receive and place on file the Financial Statement for August 2024. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from Library Trust/Gift Accounts Financial Statement for August 2024

Motion by Meidam/Fenger to approve expenditures from the Trust/Gift Accounts in the amount of \$41.15 and receive and place on file the Library Trust/Gift Account Financial Statement for August 2024. By voice vote, all voted in the affirmative. Motion carried.

Library Director's Report

Highlights from the Director's report include donation of a new bike rack for the library and updates on new staffing. Motion by Meidam/DeMont to place the Library Director report on file. By voice vote, all voted in the affirmative. Motion carried.

Library 2023 Audit

Meyer shared the completed 2023 audit with trustees. There were no concerns in the audit.

Library Accounting

Meyer reported that the city is moving forward with the plan to shift library accounting duties to an employee in the Clerk's office. The library will pay for 416 hours of this employee's wages and fringes annually. The library will still handle its own trust account.

2025 Budget

Meyer shared updates on the budget draft from the previous meeting.

2025 Operating Hours

Motion by DeMont/Fenger to approve 2025 operating hours schedule. By voice vote, all voted in the affirmative. Motion carried.

Shelver Wage Review

Motion by DeMont/Meidam to approve wage increase for shelver Kevin Dykstra effective September 23, 2024. By voice vote, all voted in the affirmative. Motion carried. Trustee DeMont also asked Meyer to work with HR on an updated wage schedule for shelvers.

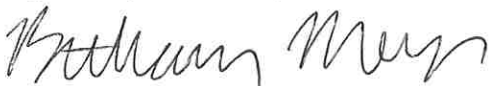
Collection Development Policy

Meyer shared potential updates to the Collection Development Policy. Meyer will redraft and present the policy for approval at the October meeting.

Adjourn

Motion by Meidam/Sobolik at 6:24 pm. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted,



Bethany Meyer, Ex-Officio Secretary/ Library Director

Date Approved: 10/28/24