



South Milwaukee Library
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BOARD OF TRUSTEES
Minutes
Regular Meeting

October 28, 2024

1. Call to Order/Roll Call

President Maass called the regular meeting to order at 5:30pm.

Present: DeMont, Fenger, Maass, Mathews, Meidam, Reszel, Sobolik

Library Staff: Meyer

2. Public Comment & Correspondence (Information)

Correspondence shared with Board.

3. Board President's Report & Introduction of New Trustee (Information)

President Maass welcomed new Trustee Mathews to the Library Board. He thanked her for serving South Milwaukee in this capacity.

4. Friends Update (Information)

Trustee DeMont shared updates from the Friends meeting. The Friends have a new Treasurer and are planning for their upcoming Book Sale, Bake Sales, and Black History Month music events.

5. Committee Reports (Information)

None.

6. Minutes from the September 2024 Regular Meeting (Action)

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

7. Expenditures & Financial Statement for Operating Budget for September 2024 (Action)

Motion by Meidam/Sobolik to approve expenditures from the Operating Account in the amount of \$37,734.90 and receive and place on file the Financial Statement for September 2024. By voice vote, all voted in the affirmative. Motion carried.

8. Expenditures & Financial Statement for Library Trust/Gift Accounts for September 2024 (Action)

Motion by Meidam/Sobolik to approve expenditures from the Trust/Gift Accounts in the amount of \$300.57 and receive and place on file the Library Trust/Gift Account Financial Statement for September 2024. By voice vote, all voted in the affirmative. Motion carried.

9. Library Director's Report (Action)

Highlights include staffing updates and shipment of backordered new staff computers. Motion by Reszel/DeMont to place the Library Director's report on file. By voice vote, all voted in the

affirmative. Motion carried.

10. 2025 Budget Discussion (Information)

Meyer shared updates on the 2025 budget and meeting with Common Council from October 8th. There are small changes to the budget. Motion by Reszel/Meidam to approve budget as presented. By voice vote, all voted in the affirmative. Motion carried.

11. Shelver Wage Review & Timeline (Information/Action)

Meyer shared suggestions from City HR on not having steps for the shelver positions, and having wage reviews on the same timeline as other positions. Motion by Meidam/DeMont to move shelver wage reviews to the same schedule as civil service positions. By voice vote, all voted in the affirmative. Motion carried.

12. MCFLS Member Agreements (Information)

Meyer shared the approved MCFLS Member Agreements and updates with Trustees.

13. Notary Services (Information/Action)

Meyer discussed the current offering of notary services at the library and its liabilities. Trustees asked Meyer to discuss insurance coverage with the City and to bring this topic back at the next meeting.

14. Library Mural (Information/Action)

DeMont shared preliminary information about a potential mural on the library building. Trustees asked DeMont to continue to pursue information on a mural.

15. Collection Development Policy (Action)

Meyer shared the updated policy as requested at the last meeting. Trustees shared additional edits and Meyer will bring the updated policy to the November meeting. No action taken.

16. Children's iPad Checkout Policy (Information/Action)

Meyer shared the first draft of the Children's iPad Checkout Policy. Trustees shared minor edits and Meyer will bring the updated policy to the November meeting. No action taken.

17. Adjourn

Motion by Sobolik/Reszel at 6:15pm. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted,



Bethany Meyer, Ex-Officio Secretary/Library Director

Date Approved: November 25, 2024