



South Milwaukee Library
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**BOARD OF TRUSTEES
Minutes
Regular Meeting**

March 24, 2025

1. Call to Order/Roll Call

President Maass called the regular meeting to order at 5:30pm.
Present: DeMont, Maass, Mathews, Meidam, Reszel, Sobolik
Excused: Fenger
Library Staff: Meyer

2. Adoption of Agenda (Action)

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

3. Public Comment & Correspondence (Information)

None.

4. Board President's Report (Information)

President Maass shared calculations on potential future referendum numbers.

5. Friends Update (Information)

DeMont shared about recent and upcoming Friends events and fundraisers. The Friends are also looking for a new Vice President.

6. Committee Reports (Information)

For Legislation and Technology, Meyer shared an article from ALA with frequently asked questions about the executive order that targets IMLS.

7. Minutes from the February 2025 Regular Meeting (Action)

Motion by Reszel/DeMont to approve, receive, and place on file the February 2025 Regular Meeting minutes. By voice vote, all voted in the affirmative. Motion carried.

8. Expenditures & Financial Statement for Operating Budget for February 2025 (Action)

Motion by Meidam/Sobolik to approve expenditures from the Operating Account for February 2025 in the amount of \$53,763.90 and receive and place on file the Financial Statement for February 2025. By voice vote, all voted in the affirmative. Motion carried.

9. Expenditures & Financial Statement for Library Trust/Gift Accounts for February 2025 (Action)

Motion by Meidam/Mathews to approve expenditures from the Trust/Gift Account for February 2025 in the amount of \$518.73 and receive and place on file the Library Trust/Gift Account Financial Statement for February 2025. By voice vote, all voted in the affirmative. Motion carried.

10. Library Director's Report (Action)

Meyer shared updates from the Library Director's report. Motion by Meidam/Reszel to place the Library Director's report on file. By voice vote, all voted in the affirmative. Motion carried.

11. Annual Report Infographic (Information)

Meyer shared the 2024 Annual Report infographic with trustees. Trustees asked Meyer to share the infographic with city leaders and the public.

12. Email Conversion (Information/Action)

Motion by Reszel/DeMont to approve email conversion for library staff from MCFLS accounts to City of South Milwaukee accounts, and to take payment from the reserve fund in the approximate amount of \$1,200 for one-time token purchase and for service for 2024. By voice vote, all voted in the affirmative. Motion carried.

13. Square Fees Update (Information/Action)

Meyer shared the upcoming update to Square fees that will affect card payments at the library. No action taken.

14. Vending Fundraiser Evaluation (Information/Action)

Meyer shared profits from the vending fundraiser and the impact Square fees have on this low-income fundraiser. Trustees asked Meyer to provide a recommendation on vending prices at the next meeting. No action taken.

15. Children's Area Furniture & Behavior (Information)

Meyer shared that staff have received several complaints from patrons on children's behavior in the play area in the evenings. She brought up concerns about the current furniture and how it encourages outdoor play. Trustees shared suggestions on potential moves to try and asked Meyer to report back at the next meeting.

16. Circulation Policy (Information/Action)

Meyer shared the updated draft of the Circulation Policy. Motion by Reszel/Meidam to approve updates to the Circulation Policy as presented. By voice vote, all voted in the affirmative. Motion carried.

17. Collection Development Policy (Information/Action)

Meyer shared the updated draft of the Collection Development Policy with a suggested edit from Trustee Sobolik. Motion by DeMont/Mathews to approve the update to the Collection Development Policy as presented. By voice vote, all voted in the affirmative. Motion carried.

18. Library Shelver Position (Information/Action)

Due to a staff departure, Meyer asked Trustees if the library's remaining shelver could have her hours increased to 20 weekly to make up for the staff member who left. Motion by Sobolik/Mathews to increase shelver Autumn Conde's weekly hours to 20, starting March 31st. By voice vote, all voted in the affirmative. Motion carried.

19. Invoice Approval (Action)

Motion by DeMont/Reszel to authorize the Library Director to approve and authorize payment of all invoices, not limited to non-discretionary invoices, prior to Treasurer signoff. By voice vote, all voted in the affirmative. Motion carried.

20. April Library Board Meeting Date (Action)

Meyer is scheduled for Jury Duty during the regular meeting date for April. Motion by Mathews/Joanne to reschedule the April Library Board Meeting to Thursday, April 24th. By voice vote, all voted in the affirmative. Motion carried.

21. Wisconsin Policy Forum Study Update (Information)

Meyer shared information that the Wisconsin Policy Forum has asked for in order to complete their report. She will share the finished report with trustees as soon as it is available.

22. Adjourn

Motion by Reszel/Sobolik at 6:45pm. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted,



Bethany Meyer, Ex-Officio Secretary/Library Director

Date Approved: April 24, 2025