



South Milwaukee Library
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BOARD OF TRUSTEES
Minutes
Regular Meeting
October 25, 2022

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

Present: Laabs, Maass, Marquardt, Meidam, Reszel, Sobolik
Friends: None
Excused: None
Library Staff: Marshall

Adoption of Agenda:

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

Public Comment:

None.

Correspondence:

None.

Friends Update:

Trustee Laabs shared that there is a planned Election Day (11/8) bake sale and a biannual book sale on 11/5. Laabs asked Board members to consider reaching out to anyone they know that would be interested in volunteering with the Friends of South Milwaukee Public Library.

Board President's Report:

President Meidam notified the members that Trustee Suarez-Lemcke regrettably gave an immediate resignation. Suarez-Lemcke's years of service are greatly appreciated. If Trustees have any suggestions or nominations please let her know.

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, 2022 Regular Meeting of the Library Board of Trustees:

Motion by Reszel/Laabs to approve, receive, and place on file August 2022 minutes. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from the Operating Budget and Financial Statement for October 2022:

Motion by Maass/Sobolik to approve expenditures for September 2022 of \$51,809.67 from the Operating Account. By voice vote, all voted in the affirmative. Motion carried. Motion by Maass/Sobolik to receive and place on file the Financial Statement for October 2022 as presented. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from Library Trust/Gift Accounts for October 2022:

Motion by Maass/Sobolik to approve expenditures of \$0.00 from the Friends account, \$0.00 from the Gift Account, \$11,779.33 from the Stosick Account, and \$13,098.94 from the Building Account. By voice vote, all voted in the affirmative. Motion carried. Motion by Maass/Sobolik to receive and place on file the Library Trust/Gift Account Financial Statement for October 2022. By voice vote, all voted in the affirmative. Motion carried.

Library Director's Report:

Director Marshall reported on the review of the library as a cooling shelter, community outreach at the South Milwaukee Market, vending sales, and the ongoing completion of building projects. Motion by Maass/Sobolik to approve and put on file the Library Director's Report for October 2022 as presented. By voice vote, all voted in the affirmative. Motion carried.

November Board Meeting

Marshall reported that the Library Board Meeting scheduled for November 22 took place on the same night as the Common Council meeting for approval of the 2023 budget. It is important that Department Directors/Managers attend that meeting if there are questions, so rescheduling the Library Board meeting would be beneficial. Motion by Sobolik/Marquardt to reschedule the November 22, 2022 Library Board Meeting to November 29, 2022. By voice vote, all voted in the affirmative. Motion carried.

Fundraising Initiative

Marshall reported that in an effort to begin annual fundraising for the library, it would be helpful to start with one event that could be done annually and does not compete with any other fundraising efforts in the city during that time and type of activity. The Trustees were presented with Murder Mystery Dinner, Fun Run/Walk, and Bingo which were all activities suggested by staff or Trustees. The Trustees were asked to pick one that they would like library staff to focus on planning. The Trustees asked for more information about each possible event, including potential budget and time it would be held, and it would be discussed at the November meeting.

Review of Board Committees and Bylaws

Meidam reviewed the Board Committees and Bylaws so Trustees were familiar with the different committees and to see if any newer members would like to join committees. Marshall also suggested updating the Director Report and organizing it by committees so it was easier to review for members.

Library Funding Advocacy

Marshall reported that as library funding decreases it is necessary to know how the Library Board wishes to communicate with the staff and public about these events. Marshall asked that the Library

Board consider reviewing the funding process from the state level to the municipal level and how it makes changes to the library's budget, and then select how they would like to share the changes, reductions in services/staffing, and other factors with staff and public.

Book Mobile

Trustee Marquardt brought up the idea of how a book mobile or something similar could benefit the community. The Trustees discussed options and Marquardt said she would submit examples to Marshall for review and discussion at future meetings.

Strategic Plan

Marshall explained that since the Strategic Plan is approved and in active motion, there will be a section in the Library Director Report that updates the Library Board of what is getting completed. Every six months there will be a major review of the activity and possible updates to the timeline/action plan.

Assistant Library Director Position

Marshall presented that the Assistant Library Director position's starting rate has a difference of \$0.01 from what rate would be paid if Bethany Meyer stayed in the Librarian position. Motion by Sobolik/Reszel to approve the \$0.01 difference starting January 1, 2023. By voice vote, all in the affirmative. Motion passes.

Computer Lab

Marshall asked for this to be moved to the November meeting.

Adjournment:

Motion by Laabs/Sobolik at 7:35 pm. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted,



Tristan Marshall, Ex-Officio Secretary/Library Director

Date Approved: 11/29/2022