



South Milwaukee Library
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BOARD OF TRUSTEES
Minutes
Regular Meeting
June 28, 2022

Trustee Drummer called the regular meeting to order at 6:32 p.m.

Present: Drummer, Laabs, Meidam, Sobolik, Suarez-Lemcke

Excused: Maass, Reszel

Library Staff: Marshall

Adoption of Agenda:

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

Public Comment:

A special thanks to departing Trustee Drummer. Trustee Meidam read President Reszel's words of farewell: "Jackie: I am so happy, yet selfishly sad, that you and your husband will get to spend the coming years in a place that is so special to you both. The selfishly sad part, of course, is you leaving the Library Board where your thoughtful discernment and valued and wise contributions have been such an asset to our group. You have also been an incredible resource to me...a voice and whose opinion have relied and will sorely miss. To say I will miss you on the Board is a huge understatement. Most all, though, thank you for all you have given to me and especially our Board/Library."

Correspondence:

None.

Friends Update:

Trustee Laabs reported that there is no new news to share from the Friends. There was a Friends member, Erin Demont, in attendance as an additional Friends Representative.

Board President's Report:

Trustee Meidam was in the place of President Reszel. Meidam touched on the thankfulness of all for having Trustee Drummer's service.

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 May, 2022 Regular Meeting of the Library Board of Trustees:

Motion by Sobolik/Meidam to approve, receive, and place on file the May 2022 minutes. By voice vote, all voted in the affirmative. Motion carried.

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

Motion by Meidam/ Suarez-Lemcke to approve expenditures for June 2022 of \$84,692.54 from the Operating Account. By voice vote, all voted in the affirmative. Motion carried. Motion by Meidam/ Suarez-Lemcke to receive and place on file the Financial Statement for June 2022 as presented. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from Library Trust/Gift Accounts for June 2022:

Motion by Meidam/Drummer to approve expenditures of \$242.55 from the Friends account, \$0.00 from the Gift Account, \$3,587.98 from the Stosick Account, and \$0.00 from the Building Account. By voice vote, all voted in the affirmative. Motion by Meidam/ Suarez-Lemcke to receive and place on file the Library Trust/Gift Account Financial Statement for June 2022. By voice vote, all voted in the affirmative. Motion carried.

Library Director's Report:

Director Marshall reported on painting completion, flooding costs, and a staff anniversary. Motion by Meidam/Sobolik to approve the June 2022 Library Director's report as presented by Marshall and place on file. By voice vote, all voted in the affirmative. Motion carried.

Strategic Plan Update and Discussion

Marshall reported on the results of the community survey designed for input from patrons and community members to aid in the strategic plan. There were 244 respondents. Respondents were very happy with the library's customer service and over 50% of respondents felt like the community did not know what the library had to offer. These results will be utilized by the Strategic Planning Committee in developing the Strategic Plan.

Capital Improvement – Painting Updates

Marshall reported that the painting was satisfactorily completed.

Office Furniture

Marshall reported that three companies were working on providing estimates for the \$20,000 interior office furniture project. Those vendors were listed and if the timelines work, estimates should be available at the July 26, 2022 board meeting.

Stosick Project Updates

Marshall reported that there are no updates. Librarian Prigge is continuing to work on projects from the previous month.

Emergency Safety Planning

Trustee Sobolik asked that the library review their safety and emergency planning guidelines to see if we are maximizing our efforts to keep patrons and staff safe. Marshall will begin reaching out to other libraries to see what the standard of safety planning is and share relevant policies at the July meeting.

Marketing Plan Updates

Marshall shared the update from Librarian Vosberg and reported that there was no new slogan designed and that should best be left to the Strategic Planning Committee. Vosberg will begin a newsletter in July or August of 2022.

Trustee Vacancy

Trustee Drummer will be leaving a vacancy for a new Trustee. Please talk to interested people and send them to City Hall or Marshall with questions.

Trustee Training Availability

Marshall reported that National Trustee Week is coming in August and there are free training webinars available for any interested Trustees.

Adjournment:

Motion by Drummer/Meidam at 7:26 pm. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted,



Tristan Marshall, Ex-Officio Secretary/Library Director

Date Approved: July 25, 2022