



South Milwaukee Library
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BOARD OF TRUSTEES
Minutes
Regular Meeting

June 22, 2023

President Meidam called the regular meeting to order at 5:30 p.m.

Present: DeMont, Laabs, Marquardt, Meidam, Reszel, Sobolik

Excused: Maass

Library Staff: Meyer

Adoption of Agenda:

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

Public Comment:

None.

Correspondence:

None.

Friends Update:

DeMont reported that planning for the October library fundraiser is moving along. The Friends are also participating in the South Milwaukee Farmer's Market on June 22nd and throughout the summer. Sobolik complimented the Friends on their setup at the market.

Board President's Report:

President Meidam thanked Trustee Laabs for her years of service to the library and Library Board. Laabs has been instrumental in setting up the Friends of the Library group. Funding from MCFLS is expected to continue into 2024 and shared revenue at the state legislative level is expected to pass.

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

Details found on the Director's Report.

Agenda Topics

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

Minutes from the April 2023 Regular Meeting of the Library Board of Trustees:

Motion by Sobolik/DeMont to approve, receive, and place on file May 2023 minutes. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from the Operating Budget and Financial Statement for June 2023

Motion by Meidam/Reszel to approve expenditures for June 2023 of \$45,299.13 from the Operating Account. By voice vote, all voted in the affirmative. Motion carried. Motion by Meidam/Reszel to receive and place on file the Financial Statement for June 2023. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from Library Trust/Gift Accounts for June 2023

Motion by Meidam/DeMont to approve expenditures for June 2023 of \$12.88 from the Friends account, \$0.00 from the Gift Account, \$1,411.93 from the Stosick Account, and \$0.00 from the Building Account. By voice vote, all voted in the affirmative. Motion carried. Motion by Meidam/Sobolik to receive and place on file the Library Trust/Gift Account Financial Statement for June 2023. By voice vote, all voted in the affirmative. Motion carried.

Library Director's Report:

Meyer shared updates on the October fundraising event, the server rack installation is complete, and details on the Heart of Canal Street grant that can be applied to this fall. Other highlights include a local history guide added to the website and summer reading programs for adults and kids off to a great start. Motion by DeMont/Maass to receive and place on file the Library Director's report for May 2023. By voice vote, all in the affirmative. Motion carried.

Library Board Committees

President Meidam overviewed duties of each Library Board Committee. Members volunteered for committees and committees are as follows: Finance & Personnel: DeMont and Meidam; Building: Marquardt and Sobolik; Legislation & Technology: Reszel and Sobolik.

Computer Lab Progress

Meyer shared that Oak Creek IT has been contacted about updating wiring in the computer lab space and Cudahy Recreation has been contacted to find an instructor.

Updated Children's Area Progress

Meyer shared that Boswell has contacted a representative for the Obie projector and we are working with maintenance on the installation.

Server for Newspaper vs Cloud Hosting

Costs for cloud hosting and a physical server for hosting local newspapers were shared. Motion by Marquardt/DeMont to approve purchase of physical server on the contingency that the server storage capabilities are sufficient for the amount of data needed to be hosted. By voice vote DeMont, Laabs, Marquardt, Meidam, Reszel in the affirmative, Sobolik in the negative. Motion carried by 5 to 1.

Fire Alarm Replacement

Certasite visited the library on June 16th with install technicians. There is no timeline yet for the fire alarm system replacement.

Shields Around Staff Areas

Meyer shared that there has been no recent staff input when asked about keeping or removing the acrylic shields around staff areas. Motion by Sobolik/DeMont to remove shields around staff areas beginning Monday, June 26th. By voice vote DeMont, Marquardt, Meidam, Reszel, Sobolik in the affirmative, Laabs in the negative. Motion carried by 5 to 1.

Public Comment Policy (Review for Approval)

The board asked for an additional reading on the Public Comment Policy with requested amendments to be shared at the July 2023 meeting.

Circulation Policy (Review for Approval)

Motion by Reszel/Marquardt to approve the *Circulation Policy* as presented. By voice vote, all voted in the affirmative. Motion carried.

Fee Schedule (Review for Approval)

Motion by Sobolik/DeMont to approve the *Fee Schedule* as presented. By voice vote, all voted in the affirmative. Motion carried.

Library Card Policy – Small Change for Fine Threshold (Review for Approval)

Motion by Reszel/Marquardt to approve the fine threshold change in the *Library Card Policy* as presented. By voice vote, all voted in the affirmative. Motion carried.

Notice of Public Records Policy (First Reading)

First reading of the *Notice of Public Records Policy*, to be approved at the July 2023 meeting.

Display Case (First Reading)

First reading of the *Display Case Policy*, to be approved at the July 2023 meeting.

New Library Board Member

President Meidam shared that the city has appointed Bill Fenger as the new Library Board member.

Adjournment:

Motion by Meidam/Marquardt at 6:21 pm. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted,



Bethany Meyer, Ex-Officio Secretary/Assistant Library Director

Date Approved: 7-27-2023