

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES

February 15, 2016 MEETING MINUTES

Approved at the March 21, 2016 Meeting

Park View Room, Village Hall

1. Call to Order.

The meeting was called to order at 5:15 p.m. Board members present were: John Alexander, David Hecker, Bonnie Klamik, Jack Nelson, Kristin Olson, Karen Sopik, Mary Weller and Library Director Sarah Muench, Board Administrative Officer.

2. Approval of the Agenda.

A motion to approve the agenda was made by John Alexander, seconded by Jack Nelson. Approved.

3. Hearing of the Public.

Presented by Sally Cashin, President of the FOEGL Board.

- A. *Lights of Love* officially ended on 12/31/15, although a few donations continue to trickle in. The gross amount raised was \$18,890, with a net of \$16,335. This is a record amount for FOEGL, an increase of \$2,000 over 2014. FOEGL will write a check to the library in March.
- B. The book sale will take place March 3-6. This year marks the 30th year. There has been a record amount of book donations through the past year. Also donated is a beautiful quilt which will be used in a silent auction to benefit the library. The donor would like to remain anonymous.
- C. FOEGL's partnership with the library on adult programs is going very well. The next program, featuring a Winston Churchill impersonator, will take place on February 17th. FOEGL's hospitality committee will provide tea and scones.
- D. FOEGL is currently checking into Director's and Officer's Insurance. For many reasons it is important to have this insurance, especially because of Bookie Cookie sales and the potential for liability.

4. Minutes of the Previous Meeting.

The minutes of the January 18, 2016 meeting were reviewed. A motion to approve the minutes was made by Dave Hecker, seconded by John Alexander. Approved.

5. Future Meeting Dates.

March 21, 2016

April 18, 2016

May 16, 2016

A motion to approve the meeting dates was made by Jack Nelson, seconded by John Alexander. Approved.

6. Treasurer's Report.

- a. Operating Budget accounts payable.
 - (1) On a motion by John Alexander and a second by Mary Weller, the board approved the expenditure of \$19,835.41 in February 2016.
- b. Gift Fund accounts payable.

(1) LGIP-4.

A. On a motion by John Alexander and a second by Mary Weller, the board approved the expenditure of \$3,656.69 in February 2016.

(2) LGIP-10. None.

c. Gift Fund Status of Accounts. The following Gift Fund account balances were announced:

(1) LGIP-4 \$17,140.12

(2) LGIP-10 \$32,256.12

7. Director's Report.

a. Library activity report (statistics).

b. Children's program report.

c. Staff news.

d. Gifts

[1] On a motion by John Alexander and a second by David Hecker, the board voted to accept the following gifts:

A. \$50.00 from Richard Gustafson in memory of his wife Susan Gustafson.

B. \$25.00 from Sheila Steinhagen in memory of Susan Gustafson.

C. The following book donations from FOEGL in memory of Mike Flanigan: "The Source: A Guidebook to American Genealogy," and "Unofficial Guide to FamilySearch.org: How to Find Your Family History On the World's Largest Free Genealogy Website."

8. Old Business.

Strategic plan update.

The next meeting will take place on Wednesday, 2/17/16.

9. New Business.

a. Authorization to sign state annual report.

b. Approve library system effectiveness statement for annual report.

On a motion by Dave Hecker and a second by John Alexander, the board voted to approve the preparation and signing of the above documents by Bonnie Klamik and Sarah Muench. Approved.

A motion to adjourn the meeting was made by John Alexander, seconded by Jack Nelson. Approved. The meeting was adjourned at 6:20 p.m.

Respectfully submitted,

Karen A. Sopik
Secretary

