

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES

April 18, 2016 MEETING MINUTES

Approved at the May 16, 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 Jack Nelson, seconded by John Alexander. Approved.

3. Hearing of the Public.

Presented by Sally Cashin, President of the FOEGL Board. Pat Ruttum, Chair of the Used Book Sale, also attended.

A. Recent Library/FOEGL programs are as follows:

(1) Philip Chard program on Happiness. 120 attendees.

(2) The annual Cookbook Exchange/Cooking program will take place on May 18th. It will feature a Cheese and Chocolate Tasting.

(3) The Young Poets Contest is underway. The winning poem will be printed on a bookmark and published in the local paper. The winner will also receive a bag of prizes from FOEGL.

B. Bookie Cookie planning is underway. A huge thank you to Great Harvest for volunteering their staff and facility to press and bake the cookies. FOEGL seeks dough makers.

C. A new slate of officers will be presented and voted on at the May meeting.

D. After 16 years on the job, Pat Ruttum is retiring as Chair of the Book Sale Committee. The board offered thanks to Pat for her devotion to the library.

4. Minutes of the Previous Meeting.

The minutes of the March 21, 2016 meeting were reviewed. A motion to approve the minutes was made by Dave Hecker, seconded by John Alexander. Approved.

5. Future Meeting Dates.

May 16, 2016

June 20, 2016

July 18, 2016

A motion to approve the meeting dates was made by John Alexander, seconded by Mary Weller. 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 \$6,299.70 in April 2016.

b. Gift Fund accounts payable.

(1) LGIP-4.

A. On a motion by John Alexander and a second by Jack Nelson, the board approved the expenditure of \$4,446.86 in April 2016.

(2) LGIP-10. None.

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

(1) LGIP-4 \$28,794.33

(2) LGIP-10 \$32,277.41

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 Mary Weller, the board voted to accept the following gifts:

A. \$100.00 from Jill Landree in memory of Jim Landree.

B. *The Cookie Book: Over 400 Step-by-Step Recipes for Home Baking*, by Catherine Atkinson, donated by the Elm Grove Woman's Club in memory of Helen Ring.

8. Old Business.

Strategic plan update. Sarah has met with staff and is preparing a report based on staff input. The committee will complete the strategic plan draft after receiving staff input. A separate board meeting will be scheduled to discuss the strategic plan draft. It will probably take place in June or July.

9. New Business.

Allowable Cost Worksheet. Sarah presented the "*Allowable Cost Worksheet for Waukesha County Libraries in the Bridges Library System*," which needs to be approved by the board. John Alexander moved and Jack Nelson seconded that the report be approved as written. Approved.

A motion to adjourn the meeting was made by John Alexander, seconded by Kristin Olson. Approved. The meeting was adjourned at 6:10 p.m.

Respectfully submitted,

Karen A. Sopik
Secretary