

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES
November 19, 2018 MEETING MINUTES
Approved at the December 17, 2018 Meeting
Park View Room, Village Hall

1. Call to Order.

The meeting was called to order at 4:35 p.m. Board members present were: John Alexander, Bonnie Klamik, Karen Sopik, Mary Weller and Library Director Sarah Muench, Board Administrative Officer. Excused: David Hecker, Patty Kujawa and Kristin Olson.

2. Approval of the Agenda.

The items on the agenda were changed around so items that needed approval were discussed first. Upon motion made by Mary Weller and seconded by John Alexander, the Agenda was approved by the board.

3. Hearing of the Public. By Janet Wintersberger, FOEGL president.

- a. The mini used book sale made over \$1,100.
- b. The Library refresh project is complete.
- c. FOEGL is selling used books on eBay and in other online venues. An online paypal account is used for online sales.
- d. Lights of Love has a \$17,000 goal.
- e. December 2nd is Lights of Love celebration, 3:30 to 5:30. Mr. Conductor, Santa and Mrs. Klaus will be present.
- f. FOEGL wants to further synchronize its efforts with the library for service efficiencies.

4. Minutes of the Previous Meeting.

The minutes of the October 16, 2018 meeting were reviewed. Upon motion made by John Alexander and seconded by Mary Weller, the minutes were approved as written.

5. Future Meeting Dates.

December 17, 2018
January 21, 2019
February 18, 2019

Upon motion made by John Alexander and seconded by Mary Weller, the dates were approved.

6. Treasurer's Report

(a) Operating Budget Accounts Payable

November 2018

- On a motion by John Alexander and seconded by Mary Weller, the board approved the expenditure of \$4,965.37 in October 2018.

(b) Gift Fund Accounts Payable.

(1) LGIP-4

November 2018

- On a motion by John Alexander and seconded by Mary Weller, the board approved the expenditure of \$3,671.25 in October 2018.

(2) LGIP-10

November 2018

- On a motion by John Alexander and seconded by Mary Weller, the board approved the expenditure of \$10,545.97 in October 2018.

Capital Expenditures.

November 2018

- On a motion by John Alexander and seconded by Mary Weller, the board approved the expenditure of \$876.98 in October 2018.

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

July 2018

- i. LGIP-4 \$ Pending
- ii. LGIP-10 \$ Pending

7. Director's Report

- a. Library and staff activities
- b. Statistics report
- c. Youth report
- d. Gifts

\$120 for the purchase of children's books, from the Kiwanis Club of Elm Grove. Upon motion made by Mary Weller and seconded by John Alexander, the board voted to accept this gift.

\$25 from the Elm Grove Woman's Club, to be used toward the purchase of gourmet cookbooks, in memory of Judy Drinka. Upon motion made by John Alexander and seconded by Mary Weller, the board voted to accept this gift.

8. Old Business

No old business.

9. New Business.

- a. 2019 addendum to member library & CAFÉ agreements
Upon motion made by John Alexander and seconded by Karen Sopik, the board voted to accept this agreement as written.

- b. 2019 proposed closing dates
Upon motion made by Mary Weller and seconded by John Alexander, the board voted to close the library on the following dates in 2019:
 - Tuesday, 1/1/2019, New Year's Day Holiday
 - Friday, 4/19/19, Good Friday Holiday
 - Saturday, 4/20/19, Closed
 - Saturday, 5/25/19, Closed
 - Monday, 5/27/19, Memorial Day Holiday
 - Thursday, 7/4/19, Independence Day Holiday
 - Monday, 9/2/19, Labor Day Holiday
 - Wednesday, 11/27/19, Close at 4:30 p.m.
 - Thursday, 11/28/19, Thanksgiving Holiday
 - Friday, 11/29/19, Thanksgiving Holiday
(Open Saturday 11/30/19 of Thanksgiving Weekend)
 - Friday, 12/6/19, Staff In-Service, Training and Projects
 - Tuesday, 12/24/19, Christmas Eve Holiday
 - Wednesday, 12/25/19, Christmas Holiday
 - Tuesday, 12/31/19, Close at 2:00 p.m.

Upon motion made by John Alexander and seconded by Karen Sopik, the meeting was adjourned at 5:24 p.m.

Respectfully submitted,

Karen Sopik
Secretary