

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES

September 20, 2021 MEETING MINUTES

For approval at the October 18, 2021 Meeting

Reinders Room

1. Call to Order.

The meeting was called to order at 5:05 p.m. Board members present were: John Alexander, Sally Cashin, Dave Hecker, Kristin Olson, Kayte Parkin, and Karen Sopik. Also present: Sarah Muench, Library Director. Excused: Kristina Sayas.

2. Approval of the Agenda.

Upon motion made by Dave Hecker and seconded by Kayte Parkin, the Agenda was approved by the board.

3. Staff recognition. Noah Weckwerth, Adult Services Coordinator, presented to the board. Noah joined the EGPL on September 30, 2013. Noah's presentation focus was on Adult Programming. Prior to 2015, there was very little adult programming. From 2015 up until Covid, there was quite a bit of it sponsored by both the library and FOEGL. There was some virtual programming during Covid. Fall programming will move indoors with the possibility of some supplemental virtual programming depending on circumstances. The EGPL expects to offer a gardening program in 2022, which will be organized in collaboration with the EG Beautification Committee. Also launching in 2022 will be a new speaker series. The board thanked Noah for his many contributions to the library.

4. Hearing of the Public. Dave Cronin presented.

a. The Fall newsletter will be distributed in about a week.

b. Book sales are back. The Mini book sale is scheduled for November 13, 2021.

The regular book sale is scheduled for the first weekend in March 2022.

c. FOEGL has a display in the hallway display case designed to introduce children to new authors. The books are available for checkout in the library. Reading prizes will be awarded from local vendors.

d. Lights of Love. Kayte Parkin is chair of that committee. A resident mailing will be assembled on November 4<sup>th</sup>. The tree lighting will take place on December 5<sup>th</sup>.

5. Minutes of the Previous Meeting.

The minutes of the August 16, 2021 meeting were reviewed. Upon motion made by John Alexander and seconded by Sally Cashin, the minutes were approved as written.

6 Future Meeting Dates.

October 18, 2021

November 15, 2021

December 20, 2021

Upon motion made by Dave Hecker and seconded by John Alexander, the dates were approved.

7. Treasurer's Report

(a) Operating Budget Accounts Payable

September 2021

- On a motion by John Alexander and seconded by Kristin Olson, the board approved the expenditure of \$6,028.78 in September.

(b) Gift Fund Accounts Payable

(1) LGIP-4

September 2021

- On a motion by John Alexander and seconded by Dave Hecker, the board approved the expenditure of \$2,362.53 in September.

(c) FOEGL Gift Fund Accounts Payable

- On a motion by John Alexander and seconded by Karen Sopik, the board approved the expenditure of \$1,378.19.

(d) Gift Fund Status of Accounts.

The following Gift Fund Account balances were announced:

August 2021

i.	LGIP-4	\$42,907.05
ii.	FOEGL	\$23,000.00
iii.	LGIP-10	\$23,882.78

8. Director's Report

A. Library statistics, programming and activity report

B. Youth report

C. Gifts

Upon motion made by John Alexander and seconded by Kayte Parkin, the board accepted a gift of \$5,000 from an anonymous donor, to be used for staff development needs.

9. Old Business

- a. Facilities assessment request for proposal

Upon motion made by Dave Hecker and seconded by John Alexander, the board accepted the “Request for Proposal: Facilities Assessment” for issuance.

- b. Fines and charges policy

Upon motion made by Kayte Parking and seconded by John Alexander, the board approved the “Fines and Charges Policy” document as written.

10. New Business

- a. Trustee Essentials Chapter 12: Library Standards

Discussion on this chapter and how it relates to the Elm Grove Library.

Upon motion made by John Alexander and seconded by Kristin Olson, the meeting was adjourned at 6:21 p.m.

Respectfully submitted,

Karen Sopik  
Secretary