

Elm Grove Public Library Board of Trustees
November 21, 2022 Meeting Minutes
For Approval at the December 19, 2022 Meeting

1. Call to order

The meeting was called to order at 5:03pm. Board members present were: Kim Irwin, John Alexander, Kristin Olson (via zoom), Sally Cashin, Kayte Parkin, and Dave Hecker. Also present: Sarah Muench, Library Director. Excused: Kristina Sayas

2. Approval of agenda

Upon motion made by Kim Irwin and seconded by Sally Cashin, the agenda was approved.

3. Minutes of the October 17, 2022 and November 10, 2022 meetings

Upon motion made by Dave Hecker and seconded by Sally Cashin, the meeting minutes from October 17th & November 10th, 2022 were approved.

4. Hearing of the public

FOEGL report by Dave Cronin, FOEGL President

- Walk the Plank attendance – nearly 500 clementines & 200 plus pencils were distributed to kids
- Mini Book Sale set a record of over \$1,500 of sales last week
- Lights of Love happening on December 4th, event begins at 3:30pm, tree will be lit at about 4:45pm. Proceeds so far approximately \$10,600

5. Election of Secretary and Assistant Secretary: Kayte Parkin, Secretary; Kim Irwin, Assistant Secretary

Upon motion made by Sally Cashin and seconded by Dave Hecker, the election of the new secretaries was approved.

6. Confirm future meeting dates in the Village Hall - Park View Room

- December 19, 2022 at 5pm
- January 16, 2023 at 5pm
- February 20, 2023 at 5pm

Upon motion made by Dave Hecker and seconded by Sally Cashin, the future meeting dates were approved.

7. Treasurer's report

- a. O.B. accounts payable November 2022: **\$17,004.89**

On a motion made by John Alexander and seconded by Sally Cashin the board approved the expenditure of the amount noted above.

- b. LGIP4 gift fund accounts payable November 2022: **\$1,931.85**

On a motion made by John Alexander and seconded by Sally Cashin the board approved the expenditure of the amount noted above.

- c. FOEGL gift fund accounts payable November 2022: **\$2,103.34**

On a motion made by John Alexander and seconded by Sally Cashin the board approved the expenditure of the amount noted above.

- d. Status of accounts

The following Gift Fund Account balances as of October 31, 2022:

- LGIP-4 = \$26,699.33
- FOEGL = \$26,670.90
- Total LGIP-4 Balance = \$53,370.23
- LGIP-10 = \$15,082.50
- Overall Gift Fund Total = \$68,452.73

8. Director's report

- Library statistics, programming and activity report

Grant from Helfaer Foundation to bring in an instructor & purchase a projector for teaching the public to use devices, computers, etc. Sarah will put together a program, potentially a 6-week class, to learn about technology.

- Youth report
- Gifts

Upon motion made by John Alexander and seconded by Sally Cashin, the board voted to accept the following gifts:

- a. \$120 from Kiwanis Club of Elm Grove Golden K, in honor of their speakers for the past calendar quarter, for the purchase of children's books
- b. \$32.30 from Boswell Book Company (donation of 10% of sales from the Andrea Bartz event on 10/17/22)

9. Old business

No old business

10. New business

- 2023 Addendum to Bridges Member Library & CAFÉ Agreements

Upon motion to approve by Dave Hecker and seconded by John Alexander, the board accepted the addendum to the Bridges Member Library & CAFÉ Agreements

- 2023 proposed library closed dates

Following a motion by Kim Irwin and a second John Alexander, the board approved the proposed 2023 library closed dates.

- Trustee Essentials chapter 22 – “Freedom of Expression and Inquiry”, and chapter 23 – “Dealing with Challenges to Materials and Policies”

11. Adjournment

Upon motion made by John Alexander and seconded by Dave Hecker, the board adjourned the meeting at 6:28pm (John Alexander & Dave Hecker motioned/seconded)

Respectfully Submitted By:

Kayte Parkin
Secretary