

**ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES**  
**January 19, 2025 Meeting Minutes**  
**For Approval at the February 16, 2025 Meeting**

1. Call to Order

The meeting was called to order at 5:00p.m. Board members present were: Jennifer Morris, Laurie Leahy, John Alexander, Tom Castile, Kristin Olson, Patty Kujawa, Karen Steen. Also present: Sue Daniels, library director.

2. Approval of Agenda

Upon a motion made by Karen Steen and seconded by John Alexander, the agenda was approved.

3. Minutes of the December 15, 2025 Meeting

Upon a motion made by John Alexander and seconded by Laurie Leahy, the minutes from the December 15, 2025 meeting were approved as amended.

4. Hearing of the Public

There was no hearing of the public

5. Confirm Future Meeting Dates in the Village Hall – Park View Room

February 16, 2026 at 5pm

March 16, 2026 at 5pm

April 20, 2026 at 5pm

6. Treasurer's Report

a. O.B. accounts payable December (part 2) 2025: \$9,549.05

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

b. O.B. accounts payable January 2026: \$405.52

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

c. LGIP4 gift fund accounts payable December (part 2) 2025: \$276.28

On a motion made by John Alexander and seconded by Kristin Olson, the board approved the expenditure of the amount noted above.

d. LGIP4 gift fund accounts payable January 2026. No new expenditures this month.

e. FOEGL gift fund accounts payable December (part 2) 2025: \$1370.65

On a motion made by John Alexander and seconded by Patty Kujawa, the board approved the expenditure of the amount noted above.

f. FOEGL gift fund accounts payable January 2026: \$300.18

On a motion made by John Alexander and seconded by Laurie Leahy, the board approved the expenditure of the amount noted above.

e. Status of Accounts

The Following Gift Fund Account Balances as of December 2025:

- i. LGIP-4 =\$20,502.73
- ii. FOEGL =\$49,462.86
- iii. Total LGIP-4 \$69,965.59
- iv. LGIP-10 \$5,072.35
- v. Overall Gift Fund Total = \$75,037.94

7. Director's Report

a. Gifts

A gift in the amount of \$250 was received from Bruce and Susan Davidson, for library use. On a motion made by Karen Steen and seconded by Tom Castile, the board voted to accept this gift.

b. Library statistics, staff activity, adult programming, and other news as noted in the monthly report.

c. Youth Report—statistics, staff activity, youth programming and other news as noted in the monthly report. Children's programs will increase when a new children's librarian is hired.

d. Project Updates -

i. Children's librarian hiring update - Sue has been conducting interviews and will be able to select a candidate from the ample pool of qualified

applicants. The approximate hire date for this position is the end of February.

8. Old Business

- a. No old business

9. New Business

- a. Discuss possible changes of regular meeting day

The board discussed the possibility of changing the monthly meeting date to better accommodate vendors and our new library director's timelines. Sue will discuss possible options with office staff in the Village.

- b. Act 150 preview

In Waukesha County, Act 150 refers to a state law that requires counties to pay libraries for services provided to residents of municipalities that do not have a library. The Act 150 committee is currently working on revising both the county standards and the funding formula for the tax levy. The new funding formula, which will be finalized by the ACT 150 Committee next month, may negatively affect the amount of funds that Elm Grove library receives from Waukesha County.

10. Adjournment

On a motion made by John Alexander and seconded by Patty Kujawa, the board adjourned the meeting at 6:08p.m.

Respectfully Submitted By:

Karen Steen

Secretary