

Elm Grove Public Library Board of Trustees  
Approved April 17, 2023 Meeting Minutes

**1. Call to order**

The meeting was called to order at 5:01pm. Board members present were Kim Irwin, David Hecker, John Alexander, Sally Cashin, Kayte Parkin, Kristin Olson, Kristina Sayas: Also present: Sarah Muench, Library Director.

**2. Approval of agenda**

Upon motion made by John Alexander and seconded by Sally Cashin, the agenda was approved.

**3. Minutes of the March 20, 2023 meeting**

Upon motion made by Kayte Parkin and seconded by Kristin Olson, the meeting minutes from the March 20, 2023 meeting were approved.

**4. Hearing of the public**

FOEGL report by Dave Cronin, FOEGL President.

The FOEGL fiscal year ends on May 31, new board members are being appointed. Dave emphasized the importance of younger, new members to continue the vibrancy of FOEGL. Bookie Cookie will (hopefully) be back at the Memorial Day Parade.

**5. Confirm future meeting dates in the Village Hall - Park View Room, 5:00pm**

- May 22, 2023
- June 19, 2023
- July 17, 2023

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

**6. Treasurer's report**

- a. O.B. accounts payable April 2023: **\$4,939.57**

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 April 2023: **\$1,117.59**

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

- c. FOEGL gift fund accounts payable April 2023: **\$1,864.51**

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

- d. Capital Budget accounts payable April 2023: **\$5,022.40**

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

e. Status of accounts:

The following Gift Fund Account balances as of March 31, 2023:

- LGIP-4 = **\$26,608.59**
- FOEGL = **\$37,860.10**
- Total LGIP-4 Balance = **\$64,468.69**
- LGIP-10 = **\$12,433.92**
- Overall Gift Fund Total = **\$76,902.61**

**7. Director's report**

- Library statistics, staff activity, adult programming and other news
- Youth report
- Gifts

Upon motion made by David Hecker and seconded by Kristin Olson the board voted to accept the following gifts:

- \$100 from Janet Hume, in memory of Dr. Lynn DiUlio
- \$18,000 from Friends of the Elm Grove Library's 2022 Lights of Love campaign
- \$120 from the Kiwanis Club of Elm Grove Golden K, toward the purchase of children's books

**8. Old business**

a. Strategic plan update:

- i. David, Sarah, and Sue met with WiLS representatives & were introduced to the Data Dashboard. There were 22 respondents to the strategic plan survey sent to the Junior Guild.

**9. New business**

a. New Trustee Orientation Plan

**10. Convene into closed session**

Upon motion made by John Alexander and seconded by Kristin Olson, the board convened into closed session pursuant to WSS Section 19.85 [1][c] to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, more specifically, employee compensation.

**11. Reconvene into open session**

a. Employee Bonus Resolution

At the recommendation of the Library Director and following Board discussion, upon motion made by David Hecker and seconded by Kristina Sayas the Board unanimously approved the following awards of one-time performance bonuses for 2022, payable on or before June 1, 2023: Sue Daniels, Assistant Director and Youth Services Librarian - \$500; Noah Weckwerth, Adult Services Coordinator - \$500; Jay Robillard, Technical Services Librarian - \$200; and Keegan Taylor, Library Assistant - \$100.

## **12. Adjournment**

At the conclusion of the term of President David Hecker, Vice President Sally Cashin thanked David for his 9 years of service and 3 years as Board President.

At the conclusion of the term of Secretary Kayte Parkin, David Hecker read the following remarks:

*Kayte, on behalf of Sarah and the entire Library Board of Trustees, I want to thank you for your dedicated service to the Elm Grove Public Library over the past three years. As a member of the Library Board, you were enthusiastic, engaged, and committed to helping the Library serve the community. You brought insights and fostered discussion. You served as Board Secretary and Assistant Secretary while balancing multiple demands on your time. And, you continued to lead the annual Lights of Love campaign for the benefit of the Library. We appreciate all that you have done and continue to do to help the Library fulfill its special role in our community. Thank you!*

Upon motion made by David Hecker and seconded by Sally Cashin, the board adjourned the meeting at 6:45pm.

Respectfully Submitted By:

Kayte Parkin  
Secretary