

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES
May 16, 2022 APPROVED MEETING MINUTES

1. Call to Order.

The meeting was called to order at 5:02 p.m. Board members present were: Sally Cashin, Dave Hecker, Kristin Olson, Kristina Sayas and Karen Sopik, in person; and John Alexander via Zoom. Also present: Sarah Muench, Library Director. Excused: Kayte Parkin.

2. Approval of the Agenda.

Upon motion made by Dave Hecker and seconded by Kristina Sayas, the Agenda was approved by the board.

3. Minutes of the April 18, 2022 Meetings.

The minutes of the April 18, 2022 meeting were reviewed. Upon motion made by Dave Hecker and seconded by Sally Cashin, the minutes were approved with the addition of the words “*and a library assistant*” when discussing the adjustment of the hourly salary for pages.

4. Hearing of the Public.

- a. FOEGL’s annual meeting will take place on Thursday, May 19th. The agenda includes By-Law updates.
- b. An election of officers will also take place at that meeting.

5. Election of Officers for the Library Board of Trustees

Dave Hecker, President
Sally Cashin, Vice President
John Alexander, Treasurer
Kristin Olson, Assistant Treasurer
Karen Sopik, Secretary
Kayte Parkin, Assistant Secretary

Upon motion made by Kristina Sayas and seconded by John Alexander, the above named officers have been elected.

6. Future Meeting Dates.

June 20, 2022, at 5:00 p.m.
July 25, 2022 at 5:00 p.m. (4th Monday)

August 22, 2022, at 5:00 p.m. (4th Monday)

Upon motion made by Dave Hecker and seconded by Karen Sopik, the dates were approved.

7. Treasurer's Report

(a) Operating Budget Accounts Payable

May 2022

- On a motion by John Alexander and seconded by Dave Hecker, the board approved the expenditure of \$6,275.93 in May.

(b) Gift Fund Accounts Payable

(1) LGIP-4

May 2022

- On a motion by John Alexander and seconded by Sally Cashin, the board approved the expenditure of \$343.58 in May.

(c) FOEGL Gift Fund Accounts Payable

May 2022

- On a motion by John Alexander and seconded by Karen Sopik, the board approved the expenditure of \$990.85 in May.

(d) LGIP-10 Gift Fund Accounts Payable

May 2022

- On a motion by John Alexander and seconded by Dave Hecker, the board approved the expenditure of \$1,939.98 in May.

(e) Status of Accounts

The following Gift Fund Account balances were announced:

May 2022

i.	LGIP-4	\$19,825.43
ii.	FOEGL	\$25,743.95
iii.	LGIP-10	\$23,899.68

8. Director's Report

- Library statistics, programming and activity report
- Youth report
- Gifts

Upon motion made by Kristin Olson and seconded by Dave Hecker, the library accepted the following gifts:

- \$9,500 from the Friends of the Elm Grove Library, proceeds from the Lights of Love fundraiser.
- \$5,600 from the Friends of the Elm Grove Library, proceeds from the 2021 Lights of Love fundraiser.
- \$50 from the Friends of the Elm Grove Library, in memory of David Muench.

9. Old Business

Update on facilities assessment progress and plans

All focus groups have been completed. FEH will interview Sarah and work with her on an online interactive space planning tool. FEH will also separately interview Dave DeAngelis in the near future.

10. New Business

Trustee Handbook Chapter 16: Ethics and Conflict of Interest Laws Applying to Trustees. Discussion on Chapter 16.

Upon motion made by Dave Hecker and seconded by Sally Cashin, the meeting was adjourned at 6:06 p.m.

Respectfully submitted,

Karen Sopik
Secretary