

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES

July 25, 2022 MEETING MINUTES

For approval at the August 22, 2022 Meeting

Park View Room

1. Call to Order.

The meeting was called to order at 5:00 p.m. Board members present were: Dave Hecker, Kristin Olson, Kayte Parkin and Karen Sopik, in person; and John Alexander and Sally Cashin, via Zoom. Also present: Sarah Muench, Library Director. Excused: Kristina Sayas.

2. Approval of the Agenda.

Upon motion made by Kayte Parkin and seconded by Sally Cashin, the Agenda was approved by the board.

3. Minutes of the June 20, 2022 Meeting.

The minutes of the June 20, 2022 meeting were reviewed. Upon motion made by Dave Hecker and seconded by John Alexander, the minutes were approved as written.

4. Hearing of the Public.

There were no public comments at the meeting.

5. Noah Weckwerth, Adult Services Coordinator – Report from the American Library Association Annual Conference.

Noah gave an overview of the ALA conference that he recently attended.

6. Future Meeting Dates.

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

September 19, 2022 at 5:00 p.m.

October 17, 2022 at 5:00 p.m.

Upon motion made by Dave Hecker and seconded by Kayte Parkin, the dates were approved.

7. Treasurer's Report

(a) Operating Budget Accounts Payable

July 2022

- On a motion by John Alexander and seconded by Kayte Parkin, the board approved the expenditure of \$6,472.66 in July.

(b) Gift Fund Accounts Payable

(1) LGIP-4

July 2022

- On a motion by John Alexander and seconded by Dave Hecker, the board approved the expenditure of \$2,012.39 in July.

(c) FOEGL Gift Fund Accounts Payable

July 2022

- On a motion by John Alexander and seconded by Kristin Olson, the board approved the expenditure of \$3,846.46 in July.

(d) Status of Accounts

The following Gift Fund Account balances were announced:

May 2022

i.	LGIP-4	\$26,621.50
ii.	FOEGL	\$37,835.40
iii.	LGIP-10	\$21,991.46

8. Director's Report

- a. Library statistics, programming and activity report
- b. Youth report
- c. Gifts

Upon motion made by Dave Hecker and seconded by John Alexander, the library voted to acknowledge, thank and accept the following gift:

- \$390 from Boswell Book Company, portion of book sales from the Emma Straub event in May 2022.

9. Old Business

Facilities assessment update FEH sent the initial draft of their report to Sarah at the end of June. Staff is reviewing and commenting. FEH will prepare a second draft that will be circulated to the board.

10. New Business

- a. Waukesha County Library Standards Certification

Following review and discussion of the Waukesha County Library Standards Certification set forth in the memorandum dated July 7, 2022 to the Elm Grove Public Library Board of Trustees from the Bridges Library System Director, upon motion made by David Hecker and seconded by Kayte Parkin, the Board unanimously approved the responses related to the *Minimum to Exempt and Quality Assurance Standards* contained in the Library Board Certification of Eligibility for Exemption from County Library Tax; confirmed that said responses reflect the Elm Grove Public Library's plan for 2022 and authorized the President of the Library Board of Trustees and the Library Director to sign, date and submit the Library Board Certification of Exemption from County Library Tax no later than August 31, 2022 as required.

- b. Trustee Handbook Chapter 18: Library Board Appointments and Composition. Discussion on Chapter 18.

Upon motion made by Dave Hecker and seconded by John Alexander, the meeting was adjourned at 6:16 p.m.

Respectfully submitted,

Karen Sopik
Secretary