

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES  
APPROVED September 21, 2020  
MEETING MINUTES

1. Call to Order.

The meeting was called to order at 5:00 p.m. Board members present were: John Alexander, Dave Hecker and Karen Sopik, in person; Sally Cashin, Kim Irwin and Kristin Olson, via Zoom. Also present: Sarah Muench, Library Director; Sue Daniels, Youth Services Librarian; Noah Weckwerth, Adult Services Librarian, in person; and Kathy Cavalco, FOEGL president, via Zoom. Excused: Kayte Parkin.

2. Approval of the Agenda.

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

3. Staff recognition

Sarah Muench, Sue Daniels and Noah Weckwerth all have employment anniversaries in September. Dave Hecker read a commemorative letter that he had prepared for each of them, highlighting their individual value as a full time member of the library staff. Sarah, Sue and Noah each gave a short presentation describing their histories with our library.

4. Hearing of the Public. Kathy Cavalco reported via Zoom.

- a. The 2019-2020 FOEGL Annual Report is being submitted to the library board for review.
- b. The FOEGL board met in person for the monthly board meeting on September 17, 2020 at the Elm Grove Park Pavilion.
- c. The membership committee continues to receive renewals via mail, library drop off and Pay Pal. FOEGL currently has 157 members.
- d. Used book committee members continue to pick up, quarantine and sort the used book donations left outside of the library. Committee members decided not to pick up books from people's homes at this time. The storage room is filling up. The committee anticipates having to stop donations in late fall due to lack of storage space. They plan to talk with village personnel to determine whether additional space is available for book storage.

- e. Planning for Lights of Love is currently underway. The event will be held December 6, 2020. Special considerations are being made in planning the event given the Covid-19 pandemic.
- f. The first FOEGL newsletter of the 2020-21 year is expected to be issued this week.

5. Minutes of the Previous Meeting.

The minutes of the August 17, 2020 meeting were reviewed. A change was made to the "For Approval At" header line from September 17 to September 21. Upon motion made by John Alexander and seconded by Sally Cashin, the minutes were approved with this change.

6. Future Meeting Dates.

- October 19, 2020
- November 16, 2020
- December 21, 2020

Upon motion made by Kim Irwin and seconded by John Alexander the dates were approved.

7. Treasurer's Report

(a) Operating Budget Accounts Payable

September 2020

- On a motion by John Alexander and seconded by Karen Sopik, the board approved the expenditure of \$3,627.80 in September.

(b) Gift Fund Accounts Payable

(1) LGIP-4

September 2020

- On a motion by John Alexander and seconded by Dave Hecker, the board approved the expenditure of \$848.46 in September.

(c) Gift Fund Status of Accounts.

The following Gift Fund Account balances were announced:

August 2020

- i. LGIP-4           \$44,775.63
- ii. LGIP-10       \$23,864.67

8. Director's Report

- A. Activity and programming report and statistics
- B. Staff news and training, other news

- C. Youth Report
- D. Gifts.

Upon motion made by Dave Hecker and seconded by Sally Cashin, the board voted to accept a gift of \$100 from Bonnie Coons, in memory of Barbara DeAmicis.

- 9. Old Business  
No old business.

- 10. New Business  
No new business.

Upon motion made by John Alexander and seconded by Karen Sopik, the meeting was adjourned at 5:52 p.m.

Respectfully submitted,

Karen Sopik  
Secretary