

**Library Board Minutes
GREENDALE PUBLIC LIBRARY
Wednesday, January 25, 2024**

President D’Amato called the Regular meeting of the Greendale Public Library Board of Trustees to order at 5:30 PM.

Trustees Present: Amidzich, D’Amato, Kobleska, Unger
Excused: Dombrowski, Hughes
Also Present: Van Klooster- Library Director; Mike Hawes – Village Manager

PUBLIC COMMENTS (1)

NONE

APPROVAL OF THE MINUTES

Trustee Unger moved, Trustee Amidzich seconded approval of the December 2023 minutes with corrections noted.

Ayes: All Noes: None Abstentions: None Motion: Carried

APPROVAL OF FINANCIAL REPORTS

Check Register: December 2023

Trustee Unger moved, Trustee Amidzich seconded approval of the December 2023 expenditures in the total amount of \$8,472.19

Ayes: All Noes: None Abstentions: None Motion: Carried

REVIEW OF FINANCIAL STATEMENTS

a) Revenues and Expenditures to Actual Comparison: December 2023

Van Klooster noted that two more months of 2023 year end financials can be expected as the financial year is closed out.

b) Balance Sheet: December 2023

UNFINISHED BUSINESS

a) Discussion regarding Director’s annual Action Plan and project plan

Van Klooster highlighted evaluation goals and major initiatives for the year ahead. Unger inquired about Amidzich’s follow up visit to the library after school in November.

b) Discussion regarding Programs and Displays preview, Jan-May

Van Klooster said this is a newer agenda item shared with the intent to give the Board the ability to review public-facing highlights in order to receive feedback before activities occur. Unger offered a suggestion for teen/tween programming.

NEW BUSINESS

a) Discussion regarding Village Financial Management Plan and future library budgeting impacts

Manager Hawes shared slides from his Village Financial Management Plan overview. He noted that the plan uses conservative revenue predictions, and revenue challenges are expected in 2026/2027 that will cause the General Fund Balance to decline below the Village’s preferred percentage. Additional revenues or expenditure reductions will be needed to maintain the General Fund Balance Policy. Hawes advised that this is a flexible document that can be updated as the need arises. He reminded members that though it paints a concerning portrait, fiscal cliffs has been avoided in the past through unanticipated events. He outlined several potential sources of additional revenues to be explored by the Village Board. Van Klooster observed that he and the

Library Board should be sensitive to the plan when requesting future budgets and when evaluating library services and expenses, but that no immediate financial action is being requested of the library.

b) Action regarding internet filtering on library computers

Trustee Amidzich moved, Trustee Kobleska seconded enabling content filters for FortiGate's 'pornography' category on all library computers and wifi access points, thus making the library CIPA compliant and eligible for eRate funding.

Ayes: All

Noes: None

Abstentions: None

Motion: Carried

c) Discussion regarding candidate forum hosting policy

Van Klooster shared questions that have arisen about practical aspects of hosting candidate forums. Topics included the circumstances under which a forum would be hosted, whether there is a conflict of interest in hosting Village Board forums, forum location, and timing. Kobleska recommended a forum any time there are contested seats. Van Klooster noted the nature of a public library's unique relationship with its municipality designed to insulate it from influence thus making it appropriate for forum hosting of municipal candidates. All agreed that hosting forums is a valuable library service and should be continued. Van Klooster suggested some sort of 'decision tree' could be devised to help the library formalize taking action on these practical aspects of forum hosting.

d) Discussion regarding Library Board member recruitment procedure

Van Klooster noted that a second vacancy announcement should be anticipated. He said there has been interest from several residents in serving on the Board, making the process of providing a slate of candidates to the Village President somewhat challenging. Van Klooster asked if the Board had thoughts about soliciting, recruiting, and vetting candidates before recommending them to the Village President. Discussion ensued about desirable qualities in a candidate. Amidzich emphasized that she believes the Library Board should not play a role in vetting or evaluating candidates as it is the responsibility of the Village President to make appointments. Van Klooster pointed out the Village's webpage about board/committee/commission application. Most agreed that the questions listed there were sufficient to provide to the Village President for decision-making. Several suggested that the vacancies should be announced widely to help recruit as many candidates as possible.

INFORMATIONAL AND DISCUSSION ITEMS

- a) Library Director and Staff Reports: no comments
- b) President's Report: D'Amato said the Candidate Forum was an excellent experience and thanked the library and staff for staying open during the cold days as a warming location.
- c) Friends/Foundation Report: Unger reported there will be a Friends advertisement in an upcoming *Life in the Village* magazine. She also mentioned Friends' and her own participation in the Greendale Community Theater Friends fundraiser that raised \$580.

CORRESPONDENCE

NONE

PUBLIC COMMENTS (2)

NONE

ADJOURNMENT

The meeting adjourned at 7:35PM.