

**Library Board Minutes
GREENDALE PUBLIC LIBRARY
Wednesday, July 19, 2023**

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

Trustees Present: Amidzich, D'Amato, Dombrowski, Hughes, Jensen, Kobleska, Unger
Excused: none
Also Present: Van Klooster- Library Director

PUBLIC COMMENTS (1)

Megan Reddin of the Greendale Library spoke against permission slips for library programs.

Mary Grogan of Sutton Lane spoke in favor of permission slips for library programs.

Heather Godley of Millbank Rd spoke on behalf of PAGE in favor of the Library's Teen and Tween Pride Month program.

Nat Godley of Millbank Rd spoke against permission slips for library programs.

Heidi Ripka of Euston St spoke in favor of permission slips for library programs.

APPROVAL OF THE MINUTES

Trustee Unger moved, Trustee Hughes seconded approval of the June 21,2023 minutes with corrections.

Ayes: D'Amato, Dombrowski, Hughes, Jensen, Kobleska, Unger
Noes: None
Abstentions: Amidzich
Motion : Carried

APPROVAL OF FINANCIAL REPORTS

Check Register: June 2023

Trustee Unger moved, Trustee Dombrowski seconded approval of the June 2023 expenditures in the total amount of \$13,901.77

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

REVIEW OF FINANCIAL STATEMENTS

- a) Revenues and Expenditures to Actual Comparison: June 2023
- b) Balance Sheet: June 2023

UNFINISHED BUSINESS

- a) Discuss reapproval of Action from June meeting on *Programs, Displays and Exhibits* policy, revisit at August regular meeting

Van Klooster noted that the Action taken at the June meeting to approve revisions to the *Programs, Displays and Exhibits* policy must be retaken in August, after being properly noticed to the public at least 10 days in advance of the meeting.

NEW BUSINESS

- a) Discuss 2024 preliminary budget projection

Van Klooster said he did not expect any major changes to the 2023 Approved budget, and does not predict major changes to the cost to continue current services in 2024, aside from customary personnel cost increases. He said the suggested Tax Levy request is in line with discussions held with the Village Manager and Board of Trustees in September 2023, and in line with fund balance maintenance agreement and 5 year library tax levy recommendations. Unger suggested not to increase the Donations revenue, and expressed curiosity about the viability of using volunteers for story time rather than paying for the service. Van Klooster

said story time is a high value professional skill that requires preparation, understanding of early literacy, excellent dependability, and cannot be accomplished by a volunteer who hasn't had previous professional experience in this work. Hughes suggested that attention be paid to how recent law changes to State Shared Revenue could impact Village revenue and possibly benefit library. He also said Van Klooster's estimated personnel cost increase could be too low based on the overall labor market. He said market wage comparison would be helpful as well as cost/benefit analysis of personnel positions, as budget season is a good time to plan ahead for change. Amidzich concurred that a cost benefit analysis of each personnel FTE including wages and benefits should be helpful information. That analysis could contain a brief overview of each position's contributions to library service and operations, perhaps with a bulleted list. D'Amato noted the timing is congruent with the current staff review season.

b) Discuss annual joint Library Board / Village Board meeting invitation for September

Van Klooster said last year's meeting was a special meeting of the Library Board, held the 4th Tuesday of September. Board members discussed their availability, Unger suggested Thursdays due to other meetings of Village Trustees. Van Klooster will contact Manager Hawes to negotiate a few potential dates and solicit agenda topics.

c) Discuss complaint response provisions in the *Programs, Displays and Exhibits* policy, specifically, to describe an option to call a Special Meeting "to alter any material in question"

Unger requested that the policy be changed to strike the words, '...regularly scheduled...' from page 3 of the policy, 4th bullet point, under 'Procedure'. Other members agreed to recommend it for future action. Van Klooster will properly notice this change to the public at least 10 days in advance of the August meeting to prepare it for action on that meeting agenda.

d) Discuss *Library Board Bylaws* revision, specifically, to include Pledge of Allegiance in Article V Order of Business

Unger suggested that saying the Pledge of Allegiance at the start of meetings could have the effect of creating a feeling of unity among meeting attendees when the community may otherwise be divided. She identified 3 other Wisconsin public library boards that say the Pledge before their meetings. Dombrowski said that she would not vote in support of this change and explained her rationale. Kobleska said he would vote in favor. Hughes said he agrees that saying the Pledge could have a uniting influence and would vote in favor. Amidzich referred to how some perceive the Pledge as aspirational, and mentioned the practice of groups that say a slightly modified Pledge. Unger mentioned the Community Alliance CommUNITY interactive project to be at Village Days.

e) Discuss revised procedure for routing of email sent to *libraryboard@greendale.org*

Van Klooster said Village IT can make it possible for email sent to the general Library Board email address to be automatically routed to all Board members' personal email accounts. Hughes suggested the Board discuss and codify the Library's 'spokesperson' / communication representative. He said he believes it should be the Library Board President or Library Director. Practices of the Village Board and School Board were discussed. Van Klooster said he will have Village IT enable the routing functionality after the majority expressed that it was an acceptable idea.

f) Discuss schedule and nature of future business items related to library programs and displays

Van Klooster referred to his email to Library Board members on July 17 containing a summary that captured topics of Board concern raised at the June meeting. He asked for feedback, then requested the Board provide feedback to further define the discussion topics of interest to them and prioritize them for future meetings. Unger referred to several topics emailed to Van Klooster and Dombrowski and noted some of them are included in the summary, others are not. She said the issue of permission slips is a primary concern for her. Hughes said he would like to better understand library programming in general to know if permission slips are necessary. He said his highest priority is to look at the nature and philosophy of library programming as a whole, compare it to other programming opportunities already in the community, and gather community

input about its preferences for and satisfaction with library programs. Jensen and Kobleska both expanded on their thoughts about the Teen/Tween Pride month program, age appropriateness of this topic, the legality or wisdom of allowing adult non-participants into the program room, the library's emphasis of this topic over others the library could highlight instead. Amidzich said she believes providing strategic direction for programming is her primary concern. Van Klooster suggested that three primary themes are emerging: programming strategic direction, program planning philosophy and practice, and program attendance rules (including permission slips). He suggests adding these business items to the August agenda, and the Board could officially adopt the agenda at the start of the meeting to set the business priorities.

INFORMATIONAL AND DISCUSSION ITEMS

- a) Library Director and Staff Reports: Van Klooster noted that starting in July all Library Board meetings will have the entire packet publicly posted. This mirrors a new practice by the Village Manager.
- b) President's Report: Dombrowski reminded the Board of her invitation for a summer gathering.
- c) Friends/Foundation Report: Van Klooster said the previous meeting again shows the Friends continue to be a very active and cohesive group with lots of activities and advocacy plans.

CORRESPONDENCE

Van Klooster noted the email communication that has already been forwarded to Board members.

PUBLIC COMMENTS (2)

Mary Grogan of Sutton Ln followed up with clarification and expansion of comments made during period 1 related to parents' rights to information about minor children.

ADJOURNMENT

The meeting adjourned at 8:10PM.