

**Library Board Minutes  
GREENDALE PUBLIC LIBRARY  
Wednesday, September 15, 2021**

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

Trustees Present: Amidzich, Dombrowski, Huberty, Hughes, Kobleska, Unger  
Excused: Jensen  
Also Present: Van Klooster- Library Director

Library Director Van Klooster stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

**PUBLIC COMMENTS (1)**

None

**APPROVAL OF THE MINUTES**

Trustee \_ moved, Trustee \_ seconded approval of the August 17, 2021 minutes.

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

**APPROVAL OF FINANCIAL REPORTS**

Check Register: August 2021

Trustee Amidzich moved, Trustee Hughes seconded approval of the August 2021 expenditures in the total amount of \$4986.27

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

**REVIEW OF FINANCIAL STATEMENTS**

- a) Revenues and Expenditures to Actual Comparison: August 2021
- b) Balance Sheet: August 2021

**UNFINISHED BUSINESS**

None

**NEW BUSINESS**

- a) Discuss quarterly report on Strategic Plan

Van Klooster distributed two documents at the meeting, a revised/updated draft Marketing Plan and revised/updated community demographics data sheet. He noted that the patron and community demographic info is expanded in the marketing plan and reviewed those markets that are well served vs poorly served. He also pointed out what he sees as top priority markets and asked for feedback from the Board if they feel that any groups are misrepresented or missed entirely. Van Klooster reminded the board that because the marketing plan is part of our strategic plan activities and therefore drives our resource allocation, some patron and community groups will receive fewer resources and attention while others will receive more. For example, teens are not a specific target market. Dombrowski noted that job seekers are also not mentioned. Hughes asked if Van Klooster had any observation about missing groups. VK said he believes that many diverse groups use the library but that the main markets and underserved markets seem anecdotally representative of our community's current needs. Unger asked if there is a target date to complete these plan goals. Van Klooster said there was not, but indicated it would be within the 3-5 year window marking the end of the current plan period.

- b) Motion to submit the 2022 Library Budget Request

Trustee Hughes moved, Trustee Amidzich seconded submittal of the 2022 Library Budget Request as presented.

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

Use of Federal ARPA funding distributed to the Village was discussed. Van Klooster said he is not aware of any plans for funds to be used at the Library or CLC. Hughes shared his thoughts and concerns about the State's fiscal position in the upcoming 2-5 years and advocated that the Library be strategic in a plan for sustainability during that period. Van Klooster asked if he should take steps to become more informed about ARPA so that the library could advocate for distribution of funds to the department.

### **INFORMATIONAL AND DISCUSSION ITEMS**

- a) Library Director and Staff Reports: Van Klooster highlighted status of recruitment for vacant positions, work on securing public computer internet filtering software, summer reading participation data, the 4-day network outage at all MCFLS member libraries.
- b) President's Report: Dombrowski assigned Kobleska to chair the October meeting in her absence.
- c) Friends/Foundation Report: Unger noted the meeting the following Tuesday and Friends attendance at the 9/25 market date.

### **CORRESPONDENCE**

NONE

### **PUBLIC COMMENTS (2)**

NONE

### **CLOSED SESSION**

Trustee Huberty moved, Trustee Amidzich seconded convening in closed session pursuant to Wisconsin State Statute Section 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

*Specifically to discuss results of Library Director Annual Performance Evaluation*

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

The Board did not return to open session to act on matters discussed.

### **ADJOURNMENT**

The meeting adjourned at 7:30 PM.