

**Library Board Minutes
GREENDALE PUBLIC LIBRARY
Wednesday, July 20, 2022**

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, Jensen, Kobleska, Unger

Excused:

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 Unger moved, Trustee Amidzich seconded approval of the June 15, 2022 minutes.

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

APPROVAL OF FINANCIAL REPORTS

Check Register: June 2022

Trustee Amidzich moved, Trustee Jensen seconded approval of the June 2022 expenditures in the total amount of \$12,741.94

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

REVIEW OF FINANCIAL STATEMENTS

a) Revenues and Expenditures to Actual Comparison: June 2022

Amidzich noted higher than expected donations revenue.

b) Balance Sheet: June 2022

UNFINISHED BUSINESS

NONE

NEW BUSINESS

a) Discuss revised Village employee evaluation process

Van Klooster provided overview of Manager Hawes' revisions to the annual Village employee performance evaluation form, referring to Hawes' email to Village Department Heads that was forwarded to Library Board members. Van Klooster noted that overall budget impacts will likely be comparable to using the previous form. The Library Board evaluation of the Library Director will use the same revised form.

Ayes: All Noes: None Abstentions: Motion : Carried

b) Discuss 2023 mid-year preliminary budget projection

Van Klooster reviewed to the meeting packet's memo and budget spreadsheet. Fund Balance amount and purpose was discussed. Members suggested more discussion after Van Klooster's fund balance survey of other MCFLS libraries is reported out. Carryover of some revenue to support purchase of new RFID self checkout equipment in the next 2-3 years was discussed. Unger suggested revisiting spreadsheet calculations for two revenue lines that may lead to incorrect totals. President Dombrowski and Van Klooster were tasked with proposing a joint Village Board/Library Board meeting in September to discuss the upcoming budgets.

INFORMATIONAL AND DISCUSSION ITEMS

- a) Library Director and Staff Reports: Van Klooster highlighted staff time accounting for task categories, Jennifer Chiaverini author visit, ongoing weekly teen programming, the MCFLS Technology Report, and Trustee Training Week reminder
- b) President's Report: Dombrowski reminded all of the upcoming social event for library staff and Board
- c) Friends/Foundation Report: Unger reported the Friends meeting time was moved forward 1 hour to allow her and Van Klooster to continue attending, the most recent farmers market day got positive reviews from Friends volunteers, discussed moving money from a Vanguard account to something more easily managed and accessed, and planning for the Village Days book sale.

CORRESPONDENCE

NONE

PUBLIC COMMENTS (2)

NONE

ADJOURNMENT

The meeting adjourned at 6:30PM.