

**Library Board Minutes
GREENDALE PUBLIC LIBRARY
Wednesday, August 21, 2019**

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

Trustees Present: Amidzich, Genz, Huberty, Kiltz, Unger
Excused: Jensen, Dombrowski
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

NONE

APPROVAL OF THE MINUTES

Trustee Kiltz moved, Trustee Huberty seconded approval of the July 24, 2019 minutes with changes.

Ayes: All
Noes: None
Motion to approve: Carried

APPROVAL OF FINANCIAL REPORTS

Check Register: June 2019

Trustee Huberty moved, Trustee Kiltz seconded approval of the June 2019 expenditures in the total amount of \$21,019.78

Ayes: All
Noes: None
Motion to approve: Carried

REVIEW OF FINANCIAL STATEMENTS

- a) Expenditures to Actual Comparison: July 2019
- b) Revenue to Actual Comparison: July 2019, Trustee Huberty requested clarification of the source of revenue in Donations. Van Klooster noted it was from the Friends for three large purposes including Lucky Day materials, STEM kits and artwork for several library walls.
- c) Balance Sheet: June 2018

UNFINISHED BUSINESS

a) Consider a motion to adopt a policy for calculating annual staff Cost of Living Adjustments. The Library Director's memo and recommendations were discussed. The Library Director was directed to bring forward a financial procedure rather than policy, to include a standard estimate for early budget preparation as well as statement for following Village COLA/Wage/Benefit resolutions.
Motion to approve: No motion was made

b) Continue discussion of budget preliminary recommendations
Van Klooster noted that the charts show patron satisfaction with library service, as reflected in circulation, is not related to materials budget. Rather it seems related to the number of physical items in the building's collection as well as general societal trends in less borrowing of library materials. Therefore he predicts that patron satisfaction will not be noticeably impacted by reducing the materials budget to make up for too-low personnel budget estimates. Trustee Amidzich said she endorses this plan. Trustee Kiltz inquired if businesses could sponsor programs as a way to gain revenue. Kiltz also recommended increasing the Tax Levy request by 2.8% over 2019 rather than

2.5% currently shown in draft library budget documents, which also helps increase the fund balance moderately. Director Van Klooster reminded the Board that this solves only 2020's budget shortfall, and that future budgets will have even greater deficits to make up with tax levy revenue.

NEW BUSINESS

- a) Consider a motion to elect Officers

Trustee Kiltz moved, Trustee Huberty seconded nominating Trustee Amidzich for reappointment to office of President. Amidzich accepted.

Ayes: All
Noes: None
Motion to approve: Carried

Trustee Kiltz moved, Trustee Unger seconded electing Trustee Huberty for reappointment to office of Vice President. Huberty accepted.

Ayes: All
Noes: None
Motion to approve: Carried

Trustee Genz moved, Trustee Huberty seconded electing Trustee Kiltz for reappointment to office of Treasurer. Kiltz accepted.

Ayes: All
Noes: None
Motion to approve: Carried

- b) Trustee Training Week discussion

Trustee Unger shared her thoughts from a session about overdue fines as well as notes from the Burlington Library's transition to removing overdue fines for kid and teen materials. Discussion ensued. President Amidzich directed Van Klooster to add fines/fees to the September agenda for further discussion.

INFORMATIONAL AND DISCUSSION ITEMS

- a) Director's Report: Van Klooster asked to extend the Strategic Plan draft to allow the public feedback survey to be adequately noticed. He also said staff have begun preliminary discussions about supporting the Board's interest in a Greendale Reads in support of the efforts of the School District's Coalition on Equity, Diversity and Inclusion.
- b) Library Staff Report: no highlights
- c) President's Report: no highlights
- d) Friends/Foundation Report: Van Klooster said Friends represented library at Southridge's Back to School day, they're doing a great job of representing the library at outreach events this year, the book sale was very popular

CORRESPONDENCE

None

ADJOURNMENT

The meeting adjourned at 7PM