

Meeting Minutes: Tuesday, November 12, 2024, at 6:00 PM

[TIME06:00]

1. Roll call; Robert, Tom, Beth, Laura, Liz (via Zoom);
Excused: Charlene;
Guests: Pat Tiarks and Ashley Jameson
2. Persons Desiring to be Heard - None
3. Consideration of minutes from previous meeting(s) Tom motion, Liz seconded. Motion approved.
4. Trustee Education (*sign appreciation cards for staff*);
5. Communications
 - 5.1. Director's Report -- *Beth. October we hit 2000 patrons – first October since pandemic. We have to lessen Journal subscription due to costs (triple costs in 2025). Yarnivores knitting club kicks off 11/16—all skill levels welcome*
 - 5.2. Waukesha County Community Foundation: Agency Fund *Update on discussions with Village – there is question from Ben about how the funds get tracked, Ben and Charlene are meeting with Melissa at WCCF next week—last hoop before Ben he can write resolution for the Village to pass*
 - 5.3. Fiscal Policy Update – *still need to determine how the fund with WCCF will work to finish this – so tabled*
 - 5.4. Clark House – *blue light shows in one of the windows – it indicates a problem with the temperature. Community Foundation asked if noticed, contact the Village 262-783-2525.*
 - 5.5. 2025 Budget Update; *The following cuts were made at the October 15th Village Board meeting:*
 - *\$5k Fire Dept Capital Exp fund,*
 - *\$5k from the PD Bike Patrol project;*
 - *\$2,500 from DPW;*
 - *\$9K from our tree replacement project;*
 - *\$1,500 from the Hampton Ave follower baskets,*
 - *\$5,500 from the Fireworks fund, and*
 - *\$2,853 from the library budget...for us, that means the Village is funding us at \$99k for 2025, the same as last year.*
 - *We have enough Reserve Fund to cover the \$2800 should we decide we need to spend it on technology. Our wages plan – working towards pay equity for the stall – is intact.*
 - *In other news – Ben added an account line for Miscellaneous Exp. So we do not have to put everything that does not fit elsewhere into Office Supplies. And a line for Grant Revenue, so that we can keep track of that money separately from other revenue from the county and from our own “misc” revenues (where the Friends money is recorded).*
 - 5.6. Board Member Search Report [Goal #1: Resource] *two feelers out, unsure of the response ... Ashley considering, will attend future meetings and consider*
 - 5.7. Friends of the Library Update [Goal #3: Community];
Tom? Trivia Night, Santa? Santa letters? Decorating for Santa 11/30, early setup 12/5 for Santa. Trivia Night brought in \$400
 - 5.8. Other communications
6. Consent Agenda Note: *Prior to voting on the Consent Agenda,*
 - 6.1. Current Financial Report – *looks like we will hit revenue. Beth hoping revenue is available for Taylor in-person tech help.*
 - 6.2. Current Circulation and Use & Hoopla Costs – *Hoopla costs down, circulation slightly lower but children's numbers are up. 21 new library cards. Computer use down due to tech issues.*

- 6.3. Current Program & Activity Report – 61 take-and-make ghosts.
Laura motion, Tom seconded, approved
7. Unfinished Business *None*
8. New Business
 - 8.1. Discussion and possible approval of Thank You Letter [Goal #3: Community]; *eventually we could use this as a fund raising effort; but what are your thoughts about sending this out in 2024? A thank you to patrons in the newsletter, on the sign, on the monitor in the reading area, handouts in the lobby -- or do we want to mail something? Idea: Beth to pull patron numbers, and what costs would be to mail. Numbers to come in December meeting. Maybe we can add WCCF QR code once it's created?*
Further discussion at December meeting.
 - 8.2. Discussion and possible approval of 2025 Holiday Schedule [Goal #2: Staff]; *draft in packet. Robert approved, motion seconded and carried.*
 - 8.3. Discussion and possible approval of 2024 Staff Recognition [Goal #2: Staff]; *Options; we have funds available, what does the staff want? Beth? Beth will confer with Genavieve to see what was done last year and do the same. Beth will find out by week's end and make decision. Motion to allow Beth to proceed with her decision to recognize staff as such made by Laura; motion seconded and carried*
 - 8.4. Discussion and possible approval of Annual Addendum (Bridges) *Copy in packet Laura made motion to approve; motion seconded and carried.*
9. Next meeting: December 10, 2024
– *IS VIRTUAL MEETING OKAY? YES*
10. Adjournment Robert made motion to adjourn, Laura seconded, motion carries; [TIME_06:45]