

Meeting: Library Board of Trustees
Tuesday, October 8, 2024, at 6:00 PM
Butler Public Library, 12808 W. Hampton Avenue

1. Roll call

Present: Charlene Benjamin, Robert Kraus. Tom Sardinia, Laura Meyer (via Zoom), Liz Glaser (via Zoom)

Visitor: Eric Boehler, Village Trustee

2. Persons Desiring to be Heard (3-minute limit per person) Robert would like discussion next month over some sort of memorial to Karl and Carol in the Library

3. Consideration of minutes from previous meeting(s) no changes or corrections. Tom makes motion, Laura seconds. Motion unanimously approved.

4. Trustee Education – *Trustee Appreciation October 17th* RSVP to invite at Brookfield Library on October 14

5. Communications

5.1. Director's Report new signage letters being quoted

5.2. 2025 Budget Discussion looking like there will be a budget cut, but is still in flux

5.3 Quarterly Technology Review [Goal #1: Resource; Goal #4: Tech Planning] Data usage up to 22%. Will be reviewing technology plan in December. We still need to replace one to two computers a year. Front desk computers will need to be replaced in 2025.

5.4. Board Member Search Report [Goal #1: Resource] Charlene has feelers out in community, Beth proposed putting message on new sign, bookmarks out for those interested, and they will be going into Holds books of Butler residents

5.5. Friends of the Library Update [Goal #3: Community] Trivia Night October 12 @ 6pm at the Community Center

5.6. Fiscal Policy Discussion [Goal #1: Resource] new language suggested by WCCF board added at points 8.23 and 8.24 in the Fiscal policy documents. Charlene will sit with Ben on policy, and then Board will approve at November meeting.

5.7. Waukesha County Community Foundation: Agency Fund [Goal #1: Resource] see notes in 5.6

5.8. Other communications n/a

6. Consent Agenda *Note: Prior to voting on the Consent Agenda, items may be removed at the request of any Board Member and placed on the agenda under New Business. Robert makes motion, Tom seconded, motion carried.*

6.1. Current Financial Report

6.2. Current Circulation and Use & Hoopla Costs [Goal #1: Resource]

6.3. Current Program & Activity Report [Goal #3: Community]

7. Unfinished Business

7.1. Policy Review after further discussions of three points in question, we decided the language as it exists covers our pertinent questions. Motion to confirm policy meets out needs made by Liz, Laura seconded. Unanimous approval, motion carried.

8. New Business – need documents

8.1. Discussion and possible approval of the following Library policies:
Communication and Programming Policy Robert confirmed Communication policy, Tom seconded. Unanimous approval, motion carried. Laura confirmed Programming policy, Liz seconded. Unanimous approval, motion carried.

9. Next meeting: November 12, 2024 WCCF will visit the meeting

10. Adjournment Robert made motion to adjourn, Tom seconded. Unanimous approval, meeting adjourned at 6:30p