

Meeting: Library Board of Trustees

PUBLIC NOTICE

Rescheduled: Monday, September 16, 2024, at 6:00 PM;

This meeting has been rescheduled from September 10th to September 16th
Butler Public Library, 12808 W. Hampton Avenue

1. Roll call

Present: Charlene Benjamin, Tom Sardina, Robert L. Kraus, Liz Glaser,
Beth Stavros

Excused: Laura Meyer, Genavieve Danes

2. Persons Desiring to be Heard (3-minute limit per person) n/a

3. Consideration of minutes from previous meeting(s) Liz makes motion for July, Robert seconded. Unanimous approval. Tom makes motion for August, Robert seconded. Unanimous approval.

4. Trustee Education: Trustee Training Week – reminder that we can review recordings.

5. Communications

5.1. Director's Report – Beth is in training, we have Genavieve through September and her last day is October 1.

5.2. County Library Tax Exemption Letter to Municipalities passed without issue

5.3. Quarterly Budget Review [Goal #1: Resource] tracking against budget well. Revenue slightly down but expect to make that up. Captiol fund interest first appeared on budget report.

5.4. Director Search Report Beth started training, will begin role October 1.

5.5. Board Member Search Report [Goal #1: Resource] down two members, need to be Butler residents. Search efforts continue, including collateral for books on holds, notice at Village Hall, and mention in Village newsletter.

5.6. Friends of the Library Update [Goal #3: Community] Friends met 8/27 to finalize trivia night update (October 12), and confirmed officers.

5.7. Fiscal Policy Discussion [Goal #1: Resource] Language of policy being developed before we begin work with WFFC. Next version will come in October, to approve as written policy in November

5.8. Other communications STEM-based trustee event at Brookfield Library on October 17

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 to approve agenda, Liz 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 n/a

8. New Business

8.1. Discussion and possible approval of contract for Beth Stavros, Director. Standard contract language with Masters' program/DPI certification continuation contingency. Robert makes motion to approve contract, Tom seconded. Unanimous approval.

8.2. Discussion and possible approval of interim goals for Beth Stavros, Director. Goals same as Genavieve's probationary goals. Beth OK with goals. Liz makes motion to accept goals, Robert seconded. Unanimous approval.

8.3. Discussion and possible approval of the following Library policies:

POLICY NAME	LAST REVIEW DATE	REVIEW CYCLE	NEXT REVIEW DATE
Library Use Policy	Approved 2018	3	Nov-2023
Patron Conduct Policy	Approved 9/13/2022	1	Sept-2024

LIBRARY USE POLICY – Board to ask Genavieve to clarify language and application of policies 7, 8, and 11. Tom to table library use proposal until Genavieve reviews policies noted, Robert seconded.

PATRON CONDUCT POLICY – Robert made motion to approve patron conduct policy as stands, Liz seconded. Unanimous approval.

9. Next meeting: October 8, 2024

10. Adjournment Robert makes motion to adjourn, Tom seconded. Unanimous approval, adjourned at 6:55pm.