



11345 North Cedarburg Road, Mequon, Wisconsin 53092

**Minutes of the Board of Trustees September 20, 2023 Meeting
Approved as of October 18, 2023**

A regular meeting of the Frank L. Weyenberg Library Board of Trustees was held on September 20, 2023 at 6:00 pm in the Library's Tolzman Community Room.

I. Pledge of Allegiance

Catherine Perry led the Pledge of Allegiance.

II. Call to Order, Verification of Posting, Roll Call

Ms. Perry called the meeting to order at 6:01 pm.

Posting of notice as of July 14, 2023 was verified.

Trustees present: Catherine Perry, President; Ted Lookatch, Vice President; Jeffrey Hansher, Secretary; Graham Baxter, Treasurer; Amy Abbott, Jennifer Abraham, Ali Buchanan, Alex Lemke, Ellen Nagy and Cathrine Wagner.

Trustees Absent: None.

Staff Present: Rachel Muchin Young, Library Director and Craig Jacobson, Business Manager.

III. Announcements

Ms. Abbott was introduced as the new representative to the Board of Trustees, representing the Mequon-Thiensville School District.

Ms. Muchin Young announced that the Friends of Weyenberg Library would be hosting their first annual event on September 21, 2023.

IV. Public Comment (Limit of 5 min./person)

None at this time.

V. Approval of Minutes

A. Action Item: Minutes of the August 16, 2023 Meeting

The minutes of the August 16, 2023 meeting were included in the packet. Noting no objections or corrections, the minutes were considered approved as presented.

VI. Financial Reports

A. Revenue and Expense Reports for August 2023

The reports were included in the Board Packet. Nothing was found to be out of order. All revenue lines were noted to be up-to-date.

B. Action Item: Accounts Payable Statement for August 2023

Mr. Baxter moved to approve the Accounts Payable Statement for August 2023 in the amount of \$107,877.52. Motion carried.

VII. President's Report

Nothing to report.

VIII. Committee Reports

A. Finance

Mr. Baxter reported that a Finance Committee Meeting was held on August 23, 2023. The Committee discussed scenarios for the 2024 operating budget.

B. Advocacy

Mr. Hansher reported that no meeting was held.

C. Personnel

Ms. Abraham reported that no meeting was held and that a meeting will be scheduled in the near future.

IX. Staff Reports

A. Library Operations Report

The statistical summary was included in the Board Packet. Ms. Muchin Young reported that most activities have generally recovered to pre-pandemic levels. The overall activity level in August was especially impressive.

B. Director's Report

The written Library Director's report was included in the Board Packet. Ms. Muchin Young provided an update on several community events. Ms. Muchin Young reported additionally that she had an opportunity to present to the Village of Thiensville Committee of the Whole regarding library matters. Finally, Ms. Muchin Young reported that beginning with the 2024 election cycle, the Library is expected to be a polling location for the City of Mequon.

C. Managers' Reports

The written reports were included in the Board Packet. Ms. Muchin Young provided an update on the RFID security gates.

X. Unfinished Business

A. Discussion and Possible Action: Challenged Materials Policy

The revised Challenged Material Policy was approved at the previous meeting. The Board considered an amendment to the language on residency requirements.

Following discussion, Ms. Buchanan moved to approve the amended policy as presented in the Board Packet, accepting the change that challenges must originate from a resident of Mequon or Thiensville. Motion carried.

XI. New Business

A. Action Requested: Mequon Thiensville Community Foundation Grant Application

The draft Grant Application to the Mequon Thiensville Community Foundation was included in the Board Packet.

Mr. Lookatch moved to approve the Mequon Thiensville Community Foundation Grant Application. Motion carried.

- B. Action Requested: Weyenberg Public Library Foundation 2024 Wish List
The draft Weyenberg Public Library Foundation 2024 Wish List was included in the Board Packet.

Ms. Wagner moved to approve the Weyenberg Public Library Foundation 2024 Wish List. Motion carried.

- C. Action Requested: Approval of 3-year contract with AtoZdatabases
The draft renewal of a 3-year contract with AtoZdatabases was included in the Board Packet.

Mr. Hansher moved to approve the 3-year contract with AtoZdatabases. Motion carried.

XII. Trustee Training & System/State Library Update

- A. TE25: Liability Issues

Ms. Muchin Young presented the chapter on Liability Issues.

XIII.Future Meeting Dates

The next Board of Trustees meeting will be on Wednesday, October 18, 2023.

XIV. Adjournment

There being no further business before the Board, a motion to adjourn was made by Ms. Buchanan. Motion carried and meeting was adjourned at 7:06 p.m.

Respectfully submitted,
Craig Jacobson, Business Manager