



11345 North Cedarburg Road, Mequon, Wisconsin 53092

Minutes of the Board of Trustees October 18, 2023 Meeting
Approved as of November 15, 2023

A regular meeting of the Frank L. Weyenberg Library Board of Trustees was held on October 18, 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 October 13, 2023 was verified.

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

Trustees Absent: Ali Buchanan and Alex Lemke.

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

III. Announcements

None at this time.

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

None at this time.

V. Approval of Minutes

A. Action Item: Minutes of the September 20, 2023 Meeting

The minutes of the September 20, 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 September 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 September 2023

Mr. Baxter moved to approve the Accounts Payable Statement for September 2023 in the amount of \$91,895.65. Motion carried.

VII. President's Report

Ms. Perry announced she had attended the City of Mequon's Appropriations Committee meeting in support of library funding..

VIII. Committee Reports

A. Finance

Mr. Baxter reported that no meeting was held.

B. Advocacy

Mr. Hansher reported that no meeting was held.

C. Personnel

Ms. Abraham reported that no meeting was held.

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.

B. Director's Report

The written Library Director's report was included in the Board Packet. Ms. Muchin Young provided further updates on her activities. Ms. Muchin Young reported that she presented to the Village of Thiensville Board of Trustees on budget matters and also presented to the City of Mequon Appropriations Committee on the same evening. Ms. Muchin Young provided updates on service animals in the Library, staff training day, the security camera project and changes to the upcoming DPI Annual report. Finally, Ms. Muchin Young reported on the Weyenberg Public Library Foundation meeting and the status of the Library's donation requests.

C. Managers' Reports

The written reports were included in the Board Packet.

X. Unfinished Business

None at this time.

XI. New Business

A. Discussion and Action Requested: Insurance Deductibles

Several options on insurance deductibles and their resulting premium changes for both liability and property insurance were included in the Board Packet. The Board discussed their options and the ramifications of those options, if enacted.

Mr. Baxter moved to enact Option #1B, a \$2,500 deductible for Liability insurance. Motion Carried.

Mr. Baxter moved to enact Option #2B, a \$5,000 deductible for Property insurance. Motion carried.

B. Discussion and Action Requested: Renaming the Digitization Lab

At the request of the Weyenberg Public Library Foundation, the Board was charged with coming up with a better name for the Digitization Lab. The Board brainstormed and discussed their options.

Following discussion, Ms. Wagner moved to rename the Digitization Lab to the Innovation Space. Motion carried..

XII. Trustee Training & System/State Library Update

A. TE26: The Public Library System Board – the Broad Viewpoint

Ms. Muchin Young presented the chapter on the Public Library System Board – the Broad Viewpoint.

XIII.Future Meeting Dates

The next Board of Trustees meeting will be on Wednesday, November 15, 2023.

XIV. Adjournment

There being no further business before the Board, a motion to adjourn was made by Ms. Nagy. Motion carried and meeting was adjourned at 7:03 p.m.

Respectfully submitted,
Craig Jacobson, Business Manager