



11345 North Cedarburg Road, Mequon, Wisconsin 53092

Minutes of the Board of Trustees November 15, 2023 Meeting
Approved as of December 20, 2023

A regular meeting of the Frank L. Weyenberg Library Board of Trustees was held on November 15, 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 November 10, 2023 was verified.

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

Trustees Absent: 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 October 18, 2023 Meeting

The minutes of the October 18, 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 October 2023

The reports were included in the Board Packet. Nothing was found to be out of order.

B. Action Item: Accounts Payable Statement for October 2023

Ms. Nagy moved to approve the Accounts Payable Statement for October 2023 in the amount of \$96,834.35. Motion carried.

VII. President's Report

Ms. Perry had nothing to report.

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 statistics are trending positively.
- B. Director's Report
The written Library Director's report was included in the Board Packet. Ms. Muchin Young answered questions from the Board on her activities.
- C. Managers' Reports
The written reports were included in the Board Packet.

X. Unfinished Business

- A. Discussion: Municipal Allocations Status
Ms. Muchin Young reported that the City of Mequon has approved an allocation amount of \$1,131,716. The Village of Thiensville is expected to approve their allocation amount at a future meeting.

XI. New Business

- A. Action Requested: 2024 Holiday Closings
The list of proposed holiday closings was included in the Board Packet.

Mr. Lookatch moved to approve the holiday closings as proposed. Motion carried.
- B. Action Requested: 2024 Board of Trustees Meeting Schedule
The proposed schedule of Board meetings for 2024 was included in the Board Packet.

Ms. Nagy moved to approve the 2024 Board of Trustees meeting schedule as proposed. Motion carried.
- C. Discussion and Possible Action: Fiscal Agent MOU
Ms. Muchin Young reported on meetings with the Village of Thiensville and the need to modernize the existing Memorandum of Understanding regarding fiscal agent services. No action was taken at this time.

XII. Trustee Training & System/State Library Update

- A. WLA Annual Convention Report
Ms. Muchin Young discussed her activities at the annual Wisconsin Library Association conference.

XIII. Future Meeting Dates

The next Board of Trustees meeting will be on Wednesday, December 20, 2023.

XIV. Adjournment

There being no further business before the Board, a motion to adjourn was made by Mr. Hansher. Motion carried and meeting was adjourned at 6:59 p.m.

Respectfully submitted,
Craig Jacobson, Business Manager