



11345 North Cedarburg Road, Mequon, Wisconsin 53092

Minutes of the Board of Trustees May 17, 2023 Meeting Approved as of June 21, 2023

The annual organizational meeting of the Frank L. Weyenberg Library Board of Trustees was held on May 17, 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

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

Posting of notice as of May 12, 2023 was verified.

Trustees present: Catherine Perry, Vice President and Presiding Officer, Secretary; Graham Baxter, Treasurer; Jennifer Abraham, Alex Lemke, Tedd Lookatch and Ellen Nagy.

Trustees Absent: Jeffrey Hansher and Cathrine Wagner. The Mequon-Thiensville School District Representative and one Mequon at-large position are currently vacant.

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

III. Announcements

Ms. Muchin Young read a letter from Ozaukee Family Sharing, sharing their thanks for the donated items that were received from the Library as part of the Food for Fines promotion. Overall 160 pounds of non-perishable food items were donated by library patrons.

Ms. Muchin Young shared that the Thiensville Village Market is "ecstatic" that the Library Story Times will be returning to the market this summer.

Ms. Nagy introduced herself to the Board. Ms. Nagy is a Mequon at-large representative. Her three-year term runs through April 30, 2026.

The Mequon Common Council is expected to approve a new representative at their June meeting. There has been no announcement from the Mequon-Thiensville School District regarding their vacant representative.

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

None at this time.

V. Approval of Minutes

A. Action Item: Minutes of the April 19, 2023 Meeting

The minutes of the April 19, 2023 meeting were included in the packet. Ted Lookatch moved to approve the minutes as presented, Graham Baxter seconded. Hearing no objections, the minutes were approved.

VI. Financial Reports

A. Revenue and Expense Reports for April 2023

The reports were included in the Board Packet. Nothing was found to be out of order. Mr. Baxter expressed a desire to see APRA related funds tracked separately.

B. Action Item: Accounts Payable Statement for April 2023

Mr. Baxter moved to approve the Accounts Payable Statement for April 2023 in the amount of \$96,124.26, Alex Lemke seconded. Motion carried.

VII. Election of Officers

A. Report of the Nominating Committee

At the April meeting, Ms. Wagner reported that the Nominating Committee had met, and proposed the following slate of potential officers for 2023-24: Catherine Perry, President; Tedd Lookatch, Vice President; Jeffrey Hansher, Secretary and Graham Baxter, Treasurer.

B. Election of Officers for 2023-24

Jennifer Abraham moved to elect the proposed slate of officers for the 2023-24 Board year. Alex Lemke seconded. Motion carried.

VIII. Committee Reports

A. Finance

Mr. Baxter reported that no meeting was held. Mr. Baxter held informal discussions with Mr. Lookatch where they discussed potential agenda items for a future Finance Committee meeting.

B. Advocacy

Ms. Perry reported that no meeting was held.

C. Personnel

Ms. Abraham reported that a meeting is scheduled for May 23.

IX. President's Report

A. Committee Appointments

Ms. Perry appointed Mr. Hansher to the Advocacy Committee and do serve as Chair. Ms. Perry appointed Mr. Baxter, Mr. Lookatch and Ms. Nagy to the Finance Committee, with Mr. Baxter to serve as Chair. Ms. Perry appointed Ms. Abraham, Mr. Lemke and Ms. Wagner to the Personnel Committee, with Ms. Abraham to serve as Chair.

X. Staff Reports

A. Library Operations Report

The statistical summary was included in the Board Packet. Ms. Muchin Young explained the discrepancy in eCirc statistics. Overall trends are positive.

B. Director's Report

The written Library Director's report was included in the Board Packet. Ms. Muchin Young added a verbal report regarding the events of the Weyenberg Public Library Foundation meeting from the morning of May 17, 2023. The Foundation requested that the Library increase the amount of their request for 2023, as several previously approved projects will now be covered as ARPA-related expenses. Ms. Muchin Young provided an update on the Friends of Weyenberg Library and their upcoming annual meeting.

C. **Managers' Reports**

The written reports were included in the Board Packet.

XI. Unfinished Business

A. **ARPA Projects and Funding**

Ms. Muchin Young updated the Board on the status of ARPA funding and the related projects.

B. **Foundation Wish List Update**

This item was discussed as part of the Library Director's Report.

XII. New Business

None at this time.

XIII. Trustee Training & System/State Library Update

A. **Challenged Materials and Requests for Reconsideration Check-In**

Ms. Muchin Young presented a review on the Library's challenged materials and request for reconsideration policy. Ms. Muchin Young also gave an overview of challenges occurring in libraries currently. Following a discussion regarding best practices and how they can be incorporated into the Library's policies, a request to have the item discussed at an Advocacy Committee meeting was acknowledged.

XIV. Future Meeting Dates

The next Board of Trustees meeting will be on Wednesday, June 21, 2023.

There is a meeting of the Personnel Committee scheduled for May 23, 2023.

XV. Adjournment

There being no further business before the Board, a motion to adjourn was made by Ms. Nagy, Mr. Baxter seconded. Motion carried and meeting was adjourned at 7:34 p.m.

Respectfully submitted,
Craig Jacobson, Business Manager