



Frank L. Weyenberg Library of Mequon-Thiensville

Minutes of the Board of Trustees Meeting

Approved as of July 19, 2023

The Board of Trustees of the Frank L. Weyenberg Library Board of Trustees was called to order at 6pm, Wednesday, June 21, 2023, by Chair Catherine Perry, in the Tolzman Community Room.

I. Pledge of Allegiance

Catherine Perry led the Pledge of Allegiance.

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

Perry called the meeting to order at 6pm.

Posting notice as of Friday, June 16, 2023, was verified.

Trustees present: Perry, Jennifer Abraham, Graham Baxter, Ali Buchanan, Jeffrey Hansher, Alex Lemke, Tedd Lookatch, Ellen Nagy, Cathrine Wagner

Staff present: Rachel Muchin Young, Library Director

Guest: Wendi Unger, Baker Tilly

III. Announcements:

Ms. Buchanan was appointed to our Board of Trustees by Mayor Andrew Nerbun at the June 13, 2023, Mequon Council Meeting to serve through April 30, 2024. Introductions were made.

IV. Public Comment:

None.

V. Approval of Minutes:

Action Item: Minutes of the May 17, 2023, meeting were included in the packet. Hearing no objections, the minutes were approved as presented.

VI. New Business:

A. Discussion: 2022 Audit

Ms. Unger, the Library's Auditor from Baker Tilly, discussed the Library's 2022 Audit, noting that it was a clean audit. She did advise the Board that GASB 96 was introduced which may affect the library as it addresses subscription based IT services. Unger noted that the library exceeded expected revenues and underspent budgeted expenditures. Included in the footnotes are long-term obligations. Though there are no loans, there are accumulated vacation and retirement.

VII. Financial Reports

A. Revenue and Expense Reports for May 2023

The reports were included in the Board Packet. They were found to be in order.

B. Action Item: Accounts Payable Statement for May 2023

Baxter moved to approve the Accounts Payable Statement for May 2023 in the amount of \$153,267.70. Lemke seconded the motion. Motion carried.

VIII. Board Reports

- A. President's Report: Committee Appointments (Advocacy, Finance, Personnel)
Lemke is moving to Advocacy. Buchanan is joining Advocacy.
- B. Finance: No report.
- C. Advocacy: No report
- D. Personnel: Personnel met with Finance to discuss increased wages into the ranges proposed the classification and compensation study. The highest increase will be 8%. Additional increases will be required to bring all staff into the recommended ranges.

IX. Staff Reports

- A. Library Operations: As presented
- B. Director's Report: Muchin Young's report was included in the packet. Muchin Young offered a few updates regarding the completion of the RFID tagging project, the carpet and tile cleaning, and a Friends project.
- C. Staff Reports: Access Services Manager, Business Manager, and Patron Services Managers reports were included in the packet.

X. Unfinished Business

- A. Art Feature: Wagner moved that we plan an unveiling and soiree for the art feature. Baxter seconded the motion. Motion carried.

XI. New Business

- A. The audit was discussed.
- B. The Joint Library Agreement was discussed. This agreement is between the Village of Thiensville and the City of Mequon. The Library is not a party to the agreement.

XII. Trustee Training

- A. Wisconsin State Statute Chapter 43

XIII. Upcoming Meetings:

- A. Board of Trustees: Wednesday, July 19, 2023, 6pm

XIV. Adjourn

There being no further business to come before the Board, Abraham moved and Buchanan seconded the motion to adjourn. Motion carried. Meeting adjourned at 7:18pm

Respectfully submitted,

R. Muchin Young

Rachel Muchin Young, Library Director