

**ELKHART LAKE LIBRARY BOARD OF TRUSTEES MINUTES
JUNE 13, 2022**

The monthly meeting of the Elkhart Lake Public Library Board of Trustees was held on June 13, 2022. Members present included Nan Siebert, Patti Zuelke, Ann Buechel-Haack, Terri Knowles, Rob Orth, Sarah Rudnik and Mary Farron and Lisa Doeberth via Zoom. Rachel Montes, Library Director was also present.

President Sarah Rudnick called the meeting to order at 9:04 a.m. Motion made by Nan Siebert to approve the agenda as posted; second by Ann Buechel-Haack. Motion passed unanimously.

PUBLIC COMMENTS/TRUSTEE COMMENTS – Terri Knowles updated the board on the meeting with the PRA representatives and Village department heads on the facilities study. Rachel provided further details of her subsequent conversations with the architect in scaling down the square footage they were proposing and further feedback given to them for the next round of revisions to their recommendations.

DISPOSITION OF MINUTES – Motion was made and seconded (Terri/Mary Farron) to approve the minutes as presented for the May 9, 2022 meeting. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT – The Income and Expense report was presented. Income was \$264.47 and expenses were \$5,576.84 Rachel pointed out there were some larger expenses incurred, namely \$746 for new book covers and \$1750 for performers for the elementary school summer reading program, as well as \$250 for two genealogy workshops. Motion was made and seconded (Ann/Patti Zuelke) to approve the Income and Expense report. Motion passed unanimously.

- Circulation has increased 9.4% from May 2021 with kids/juvenile driving said increase. A lot of kids and families are visiting the library.
- Program attendance is strong.
- Rachel had a booth at the first Farmer's Market to promote the library where 92 people stopped. It was good exposure for the library.
- Staff is busy with the summer reading program. Shelly Pfeil, the new library assistant has started and is working out well.
- Monarch system meetings are now in person.
- Take and Make packets still very popular and that has prompted staff to enlist the help of some volunteers who are assisting in assembly of those.

OLD BUSINESS - Rachel is continuing the search for an appropriate portable PA system.

NEW BUSINESS - This is Ann's last official meeting as a board member due to her retirement. She will attend the July meeting along with the new superintendent to provide an introduction as he will fill the seat going forward. Sarah thanked Ann for her long-time service and contributions to the Board.

ADJOURNMENT - Motion was made (Patti/Rob Orth) to adjourn at 9:35 a.m. Motion passed unanimously. The next meeting is scheduled for July 11, 2022 at 9:00 a.m.

Respectfully submitted,
Terri Knowles, Acting Secretary