

**Elkhart Lake Library Board of Trustees
Meeting Minutes of September 12, 2022**

The monthly meeting of the Elkhart Lake Public Board of Trustees was held on September 12, 2022. Members present included Nan Siebert, Patti Zuelke, Terri Knowles, Sarah Rudnick, Adam Engelbertson, Rob Orth with Lisa Doeberatt attending via MS Teams. Rachel Montes, Library Director, was also present.

President Sarah Rudnick called the meeting to order at 9:04. Motion was made and seconded (Terri/Patti) to approve the agenda as posted. Motion passed unanimously.

PUBLIC COMMENTS/TRUSTEE COMMENTS - Terri reported that committees were in the process of working up their budgets for 2023 and will meet next week to put together the village budget for the upcoming year.

DISPOSITION OF MINUTES - Motion was made and seconded (Nan/Patti) to approve the minutes as presented for the August 8 meeting. Motion passed unanimously.

LIBRARY DIRECTORS REPORT - The Income and Expense report was presented. Total income reported was \$207.96. Expenses reported were \$ 3,477.80 including a portable PA system and replenishment of Hoopla. Motion was made and seconded (Terri/Rob) to approve the Income and Expense report. Motion passed unanimously.

- Circulation numbers for August showed an overall increase of 14% from August 2021 with increases in children, YA, and adult.
- Program usage was strong. Story time and Quigby's sleepover showed brisk attendance. Downtown night game for kids and teens was wildly popular.
- Summer reading program had 248 registered participants, however completion was 34% compared to 37% in previous year.
- Digital usage was up 36% overall. Computer and Wifi usage made a big jump over previous year.
- Videos and books are on budget.
- Janell Nielsen will alternate with Nan facilitating storytime beginning in September.
- Other exciting programs will begin in September and October- fiber arts and Ukulele Club.
- Monarch has discontinued Gale Courses at the end of the year. Will implement VEGA in 2023, an automated program designed to enhance patron experience,

OLD BUSINESS - Memorial Fund: Response from Shannon Schultz of DPI suggested numerous options for the investment or use of funds, including a Foundation through South Central Library System. Rob suggested looking into I bonds through the federal government. He will find out more information.

NEW BUSINESS - Motion made and seconded (Terri/Lisa) to go into closed session to discuss wages and salaries in proposed 2023 budget. Motion was approved unanimously in roll call vote. The meeting went into closed session at 9:30.

Open session resumed at 9:38. Discussion of 2023 budget continued. County reimbursement and village contribution money will decrease in the coming year. Because of this, adjustments

are being made going forward. Most budget line items remain stable, but adjustments were made upward for items that will most likely show a cost increase- gas, electric, copier, equipment repair/replacement and online databases. Decreasing cost adjustments will be made in areas of office supplies, videos, magazines and newspapers. Motion made (Nan/Lisa) to approve the new budget for 2023. Motion was approved unanimously.

ADJOURNMENT - Motion was made (Terri/Rob) to adjourn at 9:57 a.m.. Motion passed unanimously. Next meeting is scheduled for October 10th, 2022 at 9am. Action items will include obtaining information about I bonds as a possible investment for memorial money.

Respectfully submitted,
Mary Farron, Secretary