
BOARD OF TRUSTEES

Beth Hendrix, President
Katie Bjorkman, Vice President
John Poole, Treasurer
Molly Day, Secretary
Kathey Czischke
Elinor Decker
Kevin Fitzgerald
Sue Hughes
Sandy Verges

Board of Trustees Meeting

5:30pm, Monday, October 28, 2024

Salem Building

24615 89th Street, Salem, WI 53168

LeeAnn LoCicero, Director

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communitylib.org

Meeting Minutes

Present: President Hendrix, Trustees: Bjorkman, Czischke, Decker, Poole, Verges

Absent: Trustees: Day, Fitzgerald, Hughes

Administration: LeeAnn LoCicero, Director

1. **Call to order** – President Hendrix called the meeting to order at 5:30pm.
2. **Pledge of Allegiance and Roll Call**
3. **Minutes from the board meetings held Monday, September 23, 2024**
Motion made by Trustee Poole to accept the minutes of the meeting held Monday, September 23, 2024, seconded by Trustee Decker. Passed unanimously.
4. **Citizens comments** – None
5. **Financials**
Motion made by President Hendrix to accept the financial report as presented, seconded by Trustee Poole. Passed unanimously.
6. **Bills for payment**
Motion made by Trustee Czischke to pay all bills as presented, seconded by President Hendrix. Passed unanimously.
7. **Director's Report**
Director LoCicero reviewed the third quarter library usage statistics. The library held a bookmark design contest in September to celebrate Library Card Sign-up Month. The winning book marks were printed and are available in the library for patrons to take. We're wrapping up with the Fall Reading Challenge with over 58,000 minutes read so far. Our goal was to reach 50,000 minutes by the end of October. The library partnered with the Wisconsin Science Festival to give away 50 STEM activity bags. We kicked off the Science week with a Sensational Science Show with Steve Belliveau on October 12. Over 50 people came for educational science fun. We also held a STEAM Rover class where students learned how to make a rubber band powered rover. A craft supply swap was held on October 56-26. Patrons who donated art and craft items received a ticket to attend the swap an hour early before it opened to the public. The swap was busy with a total of 89 shoppers. Staff continue to go to Headstart Preschool and to Salem Grade School once a month for storytime. Staff also attended Lakewood's Elementary Fall Festival to promote library programs and services. Some of the furniture and book collections in the youth area in the Twin Lakes branch have been rearranged to better utilize the space and to better serve our patrons. Patrons have been very happy with the new arrangement. November programs include: National Games Week - November 7-13. We will have games set up throughout the libraries. We'll also have a member from Oddwillow's Gaming Haven on hand on November 6 to instruct and guide people through new games. Chef Susan Maddox will cook and share holiday appetizer recipes on November 11, a Hygge "hoo-gah" night is will be held on November 19. Hygge is a Danish concept that embodies a cozy, contented mood. We'll have a variety of activities designed to help our patrons unwind and enjoy life's simpler pleasures. Storytimes, book discussions, computer instruction and art classes will continue in November. The Youth Services Department staff have completed extensive training

through Playmaker University. Playmaker University is for early childhood educators and care professionals that provide the additional knowledge, tools, and ongoing support needed to build healing, life-changing relationships with children through play. The 15 hour course was funded through an LSTA (Library Services and Technology Act) grant through the Kenosha County Library System. Staff are also attending a five week marketing class held by SEWI (continuing education in South Eastern WI) and attending the Wisconsin Library Association Conference in Green Bay in November.

8. Correspondence – None

9. Standing committee reports

a. Asset Inventory & Facilities – None

b. Personnel & Finance – 2025 Budget

The committee met on October 9, 2024 to discuss the 2025 budget. The following committee members were present: President Hendrix (chair), Trustees Fitzgerald and Poole. Trustee Hughes was also in attendance. Director LoCicero presented and reviewed the draft budget. The committee will present the 2025 budget to the board at the October 28 meeting.

Director LoCicero reviewed and discussed the 2025 draft budget with the board. Motion made by Trustee Czischke to approve the 2025 budget in the amount of \$1,522,247 as presented, seconded by President Hendrix. Motion passed 5:1 with Trustee Poole voting no.

c. Policy & Services – None

d. Foundations & Memorials – None

10. New business – None

11. Friends of the Library report

Trustee Czischke reported the next book sale will be October 31-November 2. The Friends are also selling tote bags and 2025 monthly planners.

12. Date, time and location for the next meeting – Monday, November 18, 2024 at Twin Lakes at 5:30pm.

13. Adjournment

President Hendrix adjourned the meeting at 6:52pm.

Minutes respectfully submitted by Director LoCicero.