
BOARD OF TRUSTEES

Amee Janus, President
Beth Hendrix, Vice President
John Poole, Treasurer
Kathey Czischke, Secretary
Katie Bjorkman
Kim Chesser
Kevin Fitzgerald
Nancy Kemp
Kelly Sweeting

Board of Trustees Meeting
5:30pm, Monday, November 27, 2023

Twin Lakes Building
110 S. Lake Avenue, Twin Lakes, WI

LeeAnn Briese, Director

24615 89th Street
Salem, WI 53168
(262) 843-3348 Telephone
(262) 843-3144 Fax
communitylib.org

Meeting Minutes

Present: President Janus, Trustees: Chesser, Fitzgerald, Hendrix, Kemp, Poole and Sweeting

Absent: Trustees: Bjorkman and Czischke

Administration: LeeAnn Briese, Director

- 1. Call to order:** President Janus called the meeting to order at 5:30pm.
- 2. Pledge of Allegiance and Roll Call**
- 3. Minutes from the board meetings held Monday, October 23, 2023**
Motion made by Trustee Fitzgerald to accept the minutes of the meeting held Monday, October 23, 2023, seconded by Trustee Hendrix. Passed unanimously.
- 4. Citizens comments - None**
- 5. Financials**
Motion made by Trustee Poole to accept the financial report as presented, seconded by Trustee Fitzgerald. Passed unanimously.
- 6. Bills for payment**
Motion made by Trustee Poole to pay all bills as presented, seconded by Trustee Chesser. Passed unanimously.
- 7. 2024 Kenosha County Library System Member Library Agreement**
Motion made by Trustee Kemp to approve the *2024 KCLS Member Library Agreement*, seconded by Trustee Fitzgerald. Passed unanimously.
- 8. Mobile Hotspot and Circulation Fines and Fees policies**
Motion made by President Janus to approve the hotspot replacement cost of \$150 to \$135 per the vendor prices, seconded by Trustee Kemp. Passed unanimously.
- 9. Director's Report**
The October reading challenge ended with patrons logging over 66,000 minutes. The science program presented by Steve Belliveau was well attended with over 50 patrons. Youth services staff are revitalizing the youth volunteer program. Our new helpers are assisting with cleaning library materials and toys and with program prep. Versiti Blood Center held a blood drive at the Salem branch on November 6. They collected 18 units of blood which has the potential to help save 54 lives. December programs continue with holiday themed activities, book discussions, and genealogy and art classes. Information from WLA on staying informed on parental rights and responsibilities for children's use of library materials was shared. This information will be given to parents when children sign up for library cards. Both branches are drop-off sites for the Sharing Centers and A Place to Grow preschool's holiday donations.
- 10. Correspondence – None**

11. Standing committee reports

a. Asset Inventory & Facilities – None

b. Personnel & Finance

The committee met at 5pm on November 27, 2023. Committee members present: Fitzgerald (chair), Hendrix and Poole. The committee reviewed the second draft of the 2024 budget. The committee presented a few more changes to the Board. Director Briese will present a final budget at the December meeting.

c. Policy & Services – None

d. Foundations & Memorials – None

12. New business – None

13. Friends of the Library report

Trustee Kemp announced the November book sale went well and the next book sale will be in February.

14. Date, time and location for the next meeting – Monday, December 18, 2023 at Salem at 5:30pm.

15. Adjournment

President Janus adjourned the meeting at 6:06pm.

Minutes respectfully submitted by Director Briese.