
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, August 26, 2024

Salem Building

24615 89th Street, Salem, WI 53168

LeeAnn LoCicero, Director

24615 89th Street
Salem, WI 53168
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communitylib.org

Meeting Minutes

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

Absent: Trustee Fitzgerald

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, July 22, 2024**
Trustee Hughes noted more than one person made comments during Citizen’s Comments at the July 22 meeting. Motion made by Trustee Poole to accept the minutes held Monday, July 22, 2024 as corrected, seconded by Trustee Czischke. President Hendrix abstained. Motion passed.
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**
The Summer Reading Program ended with 369 patrons participating and logging 295,635 minutes. During the months of June, July and August, the library held 138 programs for 2,030 patrons. Staff have been busy planning, preparing, setting up, presenting and cleaning up for each program as well as servicing the public services desks. The staff did an excellent job and our patrons let us know how much they appreciate having quality programs. In addition to assisting patrons and programming, staff also attended the Sharing Center’s Back to School open house on August 14 & 21, attended Salem Lakes Community Days on August 10 and will be attending Salem Grade School’s open house on August 28. Salem Grade School has been under construction and needed to use our meeting and conference rooms to host their new educators meetings. They were very appreciative for our staff’s kindness thanked us with a beautiful burgundy ficus plant. September is Library Card Signup Month where patrons are encouraged to sign up for a library card. We will also have a bookmark design contest where the winning bookmarks will be printed for patrons to take home in October. September programs include storytimes, book discussions, craft and technology classes along with special guest presenters: arborist Kevin Nolan, author Bill Mueller, Chef Susan Maddox and Trillium Yoga Studio. Some contracts will be up in 2025. We will be seeking quotes for lawn care and snow and removal, HVAC – spring and fall maintenance and custodial services.
8. **Correspondence** – None

9. Standing committee reports

- a. **Asset Inventory & Facilities** – None
- b. **Personnel & Finance** – None
- c. **Policy & Services** – None
- d. **Foundations & Memorials** – None

10. New business – None

11. Friends of the Library report

Trustee Czischke reported the August book sale made \$500. The next book sale will be October 31 – November 2

12. Date, time and location for the next meeting – Monday, September 23, 2024 at Twin Lakes at 5:30pm.

13. Adjournment

President Hendrix adjourned the meeting at 5:45pm.

Minutes respectfully submitted by Director LoCicero.