

---

---

**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, August 28, 2023

**Salem Lakes Building**

24615 89<sup>th</sup> Street, Salem, 53168

**Meeting Minutes**

**LeeAnn Briese, Director**

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

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

**Absent:**

**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, July 24, 2023**  
Motion made by Trustee Kemp to accept the minutes of the meeting held Monday, July 24, 2023, seconded by Trustee Poole. Trustees Czischke, Fitzgerald and Hendrix abstained. Motion passed.
4. **Citizens comments** - None
5. **Financials**  
Motion made by Trustee Fitzgerald to accept the financial report as presented, seconded by Trustee Kemp. Passed unanimously.
6. **Bills for payment**  
Motion made by Trustee Poole to pay all bills as presented, seconded by Trustee Kemp. Passed unanimously.
7. **2024 Holiday closing**  
Motion made by Trustee Chesser to approve the 2024 holiday closings as presented, seconded by Trustee Bjorkman. Passed unanimously.
8. **2023 Board meeting dates**  
Motion made by Trustee Chesser to approve the 2024 library board meeting dates as presented with a request to move the November meeting to the third Monday, seconded by Trustee Fitzgerald. Trustee Kemp opposed. Motion passed.
9. **Director's Report**  
The Summer Reading Program ended with 274 patrons participating and logging 287,984 minutes, almost 2,000 more minutes than last year. Library staff attended the Sharing Center's Back to School open house on August 21 & 25 and will be attending Salem Grade School's open house on August 31. September is Library Card Signup Month. September programs include: homeschool art classes, US Constitution take & make activity for all ages, author Jim Rice presents Packers vs Bears Rivalry, Packers vs Bears Penny Wars fundraiser for the Sharing Center will be held September 1-9, actress Martina Mathisen presents Women in History, Forest Farms in Twin Lakes will presents a program on houseplants, and will continue with regular storytimes, book discussions, and art classes.

**10. Correspondence – None**

**11. Standing committee reports**

**a. Asset Inventory & Facilities – Salem meeting room acoustics**

The Asset Inventory & Facilities committee met on August 28 at 4:30pm at Salem to discuss the sound quality in the Salem meeting room. Committee members present: Kathey Czischke (chair), Katie Bjorkman, Kelly Sweeting. Director Briese and building maintenance staff Tim Pfeuffer presented information received from Accurate Acoustics to improve the acoustics. Accurate Acoustics suggested installing a wall acoustic panel the length of the meeting room wall and three shorter wall sections. Accurate Acoustics reports the wall panels will significantly improve the sound quality in the room. The facilities committee presented this project and quote to the board. Motion made by Trustee Poole to approve the project in the amount of \$5,900, seconded by Trustee Chesser. Passed unanimously.

**b. Personnel & Finance - None**

**c. Policy & Services – None**

**d. Foundations & Memorials – None**

**12. New business – None**

**13. Friends of the Library report**

Trustee Czischke announced that the Friends made about \$900 at the August book sale. National Friends of Libraries week is the week of October 15. Books on the ongoing book sale shelves will be half off. The next book sale will be November 2-4.

**14. Date, time and location for the next meeting – Monday, September 25, 2023 at Twin Lakes at 5:30pm.**

**15. Adjournment**

President Janus adjourned the meeting at 6:03pm.

Minutes respectfully submitted by Director Briese.