
BOARD OF TRUSTEES

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

Board of Trustees Meeting
5:30pm, Monday, September 23, 2024

Twin Lakes Building
110 S. Lake Avenue, Twin Lakes, WI 53181

LeeAnn LoCicero, Director

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Salem, WI 53168
(262) 843-3348 Telephone
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communitylib.org

Meeting Minutes

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

Absent: Trustee: Poole

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, August 26, 2024**
Motion made by Trustee Decker to accept the minutes of the meeting held Monday, August 26, 2024, seconded by President Hendrix. Trustee Fitzgerald abstained. Motion passed.
4. **Citizens comments** – None
5. **Financials**
Motion made by President Hendrix to accept the financial report as presented, seconded by Trustee Czischke. Passed unanimously.
6. **Bills for payment**
Motion made by President Hendrix to pay all bills as presented, seconded by Trustee Bjorkman. Passed unanimously.
7. **2025 Holiday closing dates**
Motion made by Trustee Bjorkman to approve the 2025 Holiday closing dates, seconded by Trustee Czischke. Passed unanimously.
8. **2025 Board of Trustees meeting dates**
Motion made by Trustee Bjorkman to approve the 2025 Board of Trustees meeting dates, seconded by Trustee Decker. Passed unanimously.
9. **Director's Report**
September is National Library Card Sign-up Month. The library is celebrating with a bookmark design contest. Patrons can pick up a form to design their own bookmark and the winning bookmark in each age category will be printed and distributed at the library in October. The Adult Services staff have been focusing on bringing in more presenters hoping to bring in new library users. Among the attendees at the last author visit, five patrons said it was their first time attending a library program. We have built a new partnership with the Associated Bank in Twin Lakes. They presented a program on how to avoid identity theft and scams. Upcoming September programs: Chef Susan Maddox will present Tailgating Cuisine, Trillium Yoga Studio will present Gentle Yoga, and Marian McNair will present Crystal Bowl Meditation. Staff will also continue with our regular book discussion groups and art classes. The Youth Services staff is adding another Paws to Read session which will allow this program to be available at both branches. The popular homeschool art class and book club returns as these programs have had high interest and registrations. Preschool storytimes resume and registrations for the Swiftie party has 40 people signed up. The Youth Services staff have also been active in

community outreach. Staff hosted two library open houses for the Trevor-Wilmot Grade School for children in 4K and their families with 73 attendees and 34 new library cards issued. Staff have also attended: Lakewood's Ice Cream Social, Salem Grade School's family picnic, and Trevor-Wilmot's Fun Night. October highlights: We are holding another reading challenge in October called *Fall into Reading*. Steve Belliveau presents a sensational science show. We are participating in the WI Science Festival and received free STEM kits to give out and the craft supply swap returns. Staff continue to further their education and training by participating in a monthly online cybersecurity training provided by KCLS and attending the annual WI Tech Days virtual workshop.

10. Correspondence – None

11. Standing committee reports

- a. **Asset Inventory & Facilities** – None
- b. **Personnel & Finance** – The committee will meet before the regular October Board meeting.
- c. **Policy & Services** – None
- d. **Foundations & Memorials** – None

12. New business – None

13. Friends of the Library report

Trustee Czischke reported the last book sale of the year will be held October 31-November 2. The Friends are also selling tote bags.

14. Date, time and location for the next meeting – Monday, October 28, 2024 at Salem at 5:30pm.

15. Adjournment

President Hendrix adjourned the meeting at 5:43pm.

Minutes respectfully submitted by Director LoCicero.