

MEETING:	GERMANTOWN COMMUNITY OF THE LIBRARY BOARD
DATE AND TIME:	Wednesday, December 20, 2023 6:00 PM
LOCATION:	Germantown Community Library N112W16957 Mequon Road

MINUTES

- I. **CALL TO ORDER:** *This meeting has been given public notice in accordance with Section 19.83 and 19.84, Wis. Stats, in such form that will apprise the general public and news media of subject matter that is intended for consideration and action.*

The regular meeting of the Germantown Community Library was called to order by President Joyce Nelson at 06:05 PM.

II. **ROLL CALL:**

Present: Library Board President Joyce Nelson, Library Board Member Darlene Vosen, Library Board Member Christa Potratz, Library Board Member Jacob Misiak (online), Trustee Jan Miller

Absent:

Excused: Library Board Member Joletta Kerpan, Library Board Member Charlene Brady

Also present: Library Director Trisha Smith

III. **APPROVAL OF AGENDA:**

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Joyce Nelson

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 5, No 0, Abstained 0)

IV. **APPROVAL OF MINUTES:**

A. November 29, 2023 Meeting Minutes

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Jan Miller

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 5, No 0, Abstained 0)

- V. **CITIZEN INPUT:** *(Please be advised per 19.84(2) that information and comment will be received from the public. It is the policy of this municipality that public input be limited to a three (3) minute period per person with a time extension granted at the discretion of the Chairperson. Be advised that there may be limited discussion of the information received but no action will be taken under public comments.)*
None.

VI. **FINANCIAL MATTERS:**

A. Treasurer's Report

Vosen noted there is a new category called 'Programming Supplies' added to the details of the Board Checking Account per Smith's request. She also noted the interest earned on the renewal of CD #2 of \$113.31 and on CD #5 of \$410.91. She will place a brick order for the most recent donations after the January Library Board meeting.

Motion: Approve as presented

Motioned By: Joyce Nelson

Seconded By: Jan Miller

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 5, No 0, Abstained 0)

There was discussion regarding reallocating some of the Library Board donations in the Library Board checking account to cover the approximately \$9000 in 2024 budget cuts to library materials. It was suggested Smith use the following funds to cover the shortfall in materials:

- Pagliaro - \$4000 new donation
- Who? - \$1000 new donation
- Penny Jug Fund/Art Work - \$2,300.74
- RAO fund - \$2,752.45
- CD #1 Earned interest above the \$15,000 base - approximately \$1,700 when renewed in February 2024

Motion: Approve Library Board Checking Account Fund Reallocation to Fund 2024 Materials Budget Cuts as specified above.

Motioned By: Joyce Nelson

Seconded By: Darlene Vosen

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 5, No 0, Abstained 0)

B. Accounts Payable

Motion: Approve as presented

Motioned By: Darlene Vosen

Seconded By: Joyce Nelson

On roll call vote:

Yes: Jan Miller, Joyce Nelson, Darlene Vosen, Christa Potratz, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 5, No 0, Abstained 0)

C. Budget Reports

Smith provided year-to-date library budget reports from the Tyler-Munis Financial System for review.

VII. REPORTS:

A. Correspondence

Nelson sent out the following donation 'Thank you' notes:

- Ann Becker - \$100 for Building Expansion
- Kara Furger - \$100 for Patio Expansion
- John & Kathleen Glueckstein - \$500 for Patio Expansion
- Steve & Krisi Kreklow - \$100 for Patio Expansion

B. Village Reports

Miller reported on the Village Board December meetings. She noted the January 1, 2024 Village Board meeting is canceled due to the holiday. There will be a Special Meeting on January 24, 2024 for the Village Administrator review.

C. County Reports

None.

D. System Reports

None.

E. President's Report

None.

F. Director's Report

Smith reviewed information submitted in her Director's Report. She also reviewed attachments that covered the library Winter and Spring Programming Brochure, an updated Donations and Sponsorship Brochure, and new 2024 library hours press release, news articles and flyer.

VIII. UNFINISHED BUSINESS

None.

IX. NEW BUSINESS:

None.

X. ADJOURNMENT:

The next Library Board meeting will be Wednesday, January 24, 2024 at 6:00 p.m. at the Germantown Community Library.

Nelson adjourned the meeting at 07:19 PM.