

MEETING:	GERMANTOWN COMMUNITY OF THE LIBRARY BOARD
DATE AND TIME:	Wednesday, May 28, 2025 5:30 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 05:31 PM.

- II. **ROLL CALL:**
Present: Library Board President Joyce Nelson, Library Board Member Darlene Vosen, Library Board Member Charlene Brady, Library Board Member Joletta Kerpan, Library Board Member Sarah Larson, Library Board Member Jacob Misiak
Absent: Trustee Pieper
Excused:
Also present: Library Director Trisha Smith, Assistant Library Director Connie Lloyd

- III. **APPROVAL OF AGENDA:**
Motion: Approve as presented
Motioned By: Charlene Brady
Seconded By: Sarah Larson

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jacob Misiak
No: None
Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

- IV. **APPROVAL OF MINUTES:**

A. April 23, 2025, Meeting Minutes (Action)
Motion: Approve as presented
Motioned By: Sarah Larson
Seconded By: Charlene Brady

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jacob Misiak
No: None

Abstain: None

Motion Passed (Yes 6, 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.) Comments that may be injurious to village personnel or other individuals will not be allowed.*

VI. **FINANCIAL MATTERS:**

A. Treasurer's Report (Action)

Motion: Approve as presented

Motioned By: Joyce Nelson

Seconded By: Sarah Larson

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

B. Accounts Payable (Action)

Smith noted that credit card expenses are now included in the Account's Payable report and reflected with an account number of 999999.

Motion: Approve as presented

Motioned By: Joyce Nelson

Seconded By: Sarah Larson

On roll call vote:

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

C. Budget Reports (Discussion)

Smith reviewed the submitted Budget Report.

VII. **REPORTS:**

A. Correspondence (Discussion)

Nelson reported she did not have any thank you letters this month.

B. Village Reports (Discussion)

C. County Reports (Discussion)

Smith reported that Nicole Mszal was hired as the new Slinger Community Library Director and the Kewaskum Public Library Director had resigned.

D. System Reports (Discussion)

Monarch System Library Directors met on May 8 at Mead Public Library. Smith noted the Message Bee software implementation for text and phone notices is expected to be completed in late May, the Monarch Library System Strategic Plan is currently being drafted and the Speak Up For Libraries postcard education campaign will be released next month.

E. President's Report (Discussion)

Nelson wanted to thank the School District Library Board Representative, Misiak, for his service on the Library Board. The Germantown School District is replacing Misiak with Katie Kohel effective June 26, 2025, after the June meeting.

F. Director's Report (Discussion)

Smith reviewed her submitted Director's Report and attachments.

VIII. UNFINISHED BUSINESS:

A. Review Funding Options for new Library Shelving and Furniture (Action)

Motion: Approve remaining items for purchase from Library Board CDs in an amount not to exceed \$27,000 (originally fundraised for furniture with the building project).

Motioned By: Joyce Nelson

Seconded By: Sarah Larson

Motion: Amended motion to approve expenditures not to exceed \$17,000 since \$10,000 has been previously approved.

Motioned By: Joyce Nelson

Seconded By: Sarah Larson

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

IX. NEW BUSINESS:

A. Review Proposed Library Budget Amendments (Action)

Smith reviewed the submitted proposed 2025 budget amendments due to additional fundraising for the 2023-2025 Patio Project and purchasing of library furniture with Library Board CDs. She noted the request for check for Germantown Community Library Board donations will be presented at a future meeting.

STAFF RECOMMENDATION:

Approve the 2025 Amended Library Budget in the amount of \$36,000 in additional funding from various accounts as listed below:

- 10570000-531000 (GEN SUPPLIES & EXPENSES): \$28,000
- 10570000-531490 (PROGRAM SUPPLIES & EXP): \$8,000

Motion: Approve the budget amendments as recommended.

Motioned By: Joyce Nelson

Seconded By: Joletta Kerpan

Yes: Joyce Nelson, Darlene Vosen, Charlene Brady, Joletta Kerpan, Sarah Larson, Jacob Misiak

No: None

Abstain: None

Motion Passed (Yes 6, No 0, Abstained 0)

X. **ADJOURNMENT:**

Nelson announced the next Library Board meeting will be held on Wednesday, June 25, 2025, at 5:30.

Nelson adjourned the meeting at 06:10 PM.