



11345 North Cedarburg Road, Mequon, Wisconsin 53092

**Minutes of the Board of Trustees March 13, 2019 Meeting
Approved as of April 10, 2019**

The Frank L. Weyenberg Library Board of Trustees' regular meeting was held on Wednesday, March 13, 2019 at 6:00 p.m. in the Tolzman Community Room.

I. Pledge of Allegiance

Lisa Nowakowski led the Pledge of Allegiance.

II. Call to Order, Verification of Posting, Roll Call

Lisa Nowakowski called the meeting to order at 6:01 pm.

Posting of notice as of March 11, 2019 was verified.

Trustees present: Lisa Nowakowski, President; David Strifling, Vice President; Mimi Rosing, Secretary; Jennifer Bogli, Treasurer; Nancy Szatkowski, JanaLee Hitchcock, Alex Olson, John Wirth and Rob Holyoke.

Trustee Absent: Lauren Croix.

Staff Present: Rachel Muchin Young, Library Director; Ashley Pike, Patron Services Manager and Craig Jacobson, Business Manager.

III. Announcements

IV. Public Comment (Limit of 5 min./person)

None.

V. Approval of Minutes

A. Action Item: Minutes of the February 20, 2019 meeting

JanaLee Hitchcock moved to approve the minutes of the February 20, 2019 Board of Trustees meeting. Alex Olson seconded. Motion carried.

VI. Financial Reports

A. Revenue and Expense Reports for February 2019

Jennifer Bogli reported that all reports were found to be in order.

- B. Action Item: Accounts Payable Statement for 2018 Closing Entries
David Strifling moved to approve the 2018 closing entries accounts payables in the amount of \$49,627.25. Lisa Nowakowski seconded. Motion carried.
- C. Action Item: Accounts Payable Statement for January 2019
Alex Olson moved to approve the January 2019 accounts payables in the amount of \$90,893.76. JanaLee Hitchcock seconded. Motion carried.
- D. Action Item: Accounts Payable Statement for February 2019
Nancy Szatkowski moved to approve the February 2019 accounts payables in the amount of \$97,106.39. Lisa Nowakowski seconded. Motion carried.

VII. Committee Reports

- A. Finance
No meeting was held.
- B. Advocacy
No meeting was held.
- C. Personnel
No meeting was held.

VIII. President's Report

IX. Staff Reports

- A. Library Operations Report
The Activity Report was included in the board packet. Library Director Rachel Muchin Young commented on the statistics, noting that statistics continue to trend upward.
- B. Director's Report
The written Library Director's report was included in the Board Packet. Rachel Muchin Young further reported on her recent activities, including the hiring of a library page and upcoming events. In addition, Ms. Muchin Young reported that Dianne Robertson, the Village Administrator of Thiensville, has retired and been replaced by Collen Landisch-Hanson, who was previously the Village's Finance Administrator. Ms. Muchin Young added that the reception for those involved in the Strategic Planning process will be on Sunday, April 7.
- C. Staff Reports:
 - 1. Access Services Manager
The written report was included in the Board Packet.

2. **Business Manager**
The written report was included in the Board Packet. Craig Jacobson commented further on the activities of the past month.
3. **Patron Services Manager**
The written report was included in the Board Packet. Ashley Pike commented further on her activities.

X. New Business

None at this time.

XI. Trustee Training & System/State Library Update

Rachel Muchin Young reported on the status of federal library funding.

XII. Future Meeting Dates

The next Board of Trustees meeting will be on April 10, 2019 at 6:00 p.m.

XIII. Adjournment

There being no further business before the Board, David Strifling moved to adjourn. Alex Olson seconded. The motion carried and the meeting adjourned at 6:41 p.m.

Respectfully submitted,
Craig Jacobson, Business Manager