

Elkhart Lake Library Board of Trustees
Meeting Minutes of Monday May 13, 2024

The monthly meeting of the Elkhart Lake Public Board of Trustees was held on May 13, 2024. Members present included Mary Farron, Patti Zuelke, Terri Knowles, Sarah Rudnick, Lisa Doeber, and Rachel Karras, with Adam Engelbertson attending via MS Teams. Rachel Montes, Library Director, was also present. Rob Orth was absent.

President Sarah Rudnick called the meeting to order at 9:01. Motion was made and seconded (Terri / Lisa) to approve the agenda with the addition under new business of a Friends of the Library position opening. Motion passed unanimously.

PUBLIC COMMENTS/TRUSTEE COMMENTS - Terri commented on the facilities study and the workforce housing project.

INTRODUCTION OF NEW TRUSTEE - Sarah introduced Rachel Karras to the board to fill the vacancy. Rachel is a community member with children in the elementary/middle school and an avid patron of the library.

DISPOSITION OF MINUTES - Motion was made and seconded (Patti / Terri) to approve the minutes as presented from the April meeting. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT -

- I. The Income and Expense report - Director Rachel reported various donations totaling \$329.00. Purchasing toward the Summer Library Program began in April with money spent on incentives, speakers and prizes. Other expenses to note: \$500 for membership to Friends of the Domes, 1,349.50 payment to website redesign and \$2000 for Hoopla replenishment. Motion was made and seconded to approve income and expense report(Lisa / Rachel). Motion passed unanimously.
- II. Circulation Report - Total circulation was up 7% from April 2023. Digital resources use rose 38.5% with Hoopla usage up significantly. Programs were well attended with story time picking up a few more attendees.
- III. Director's Written Report - Director Rachel reported having volunteered at the Plymouth Public Library Memory Cafe`. Elkhart Lake will host the program on May 24 at 10 AM. She met with Ann Sohlden, ELGS reading specialist, to choose books for 30 students to receive by ElkhartCares summer bookbag program. Other activities to note: working with Firespring to discuss the new website, Cedar Landing visit, and Vega Discover catalog went live on May 1.

NEW BUSINESS -

- I. Election of Officers - The current slate of officers have all agreed to continue their roles for another year.
Sarah Rudnick - President

Lisa Doebert - Vice president

Mary Farron - Secretary

Patti Zuelke - Treasurer

Motion was made and seconded to accept these candidates. (Terri / Lisa) Motion passed unanimously.

- II. FOL position opening - Patti announced her resignation as representative from the library board to the Friends of the Library. New board member Rachel Karras graciously agreed to step into the role as representative.

OLD BUSINESS -

- I. Lighting project update - All work is completed. This lighting project qualifies for a Focus on Energy rebate.
- II. Website progress - Director Rachel met with the coordinator of Firespring to discuss the library's website design. The designing process will probably take a couple of months to complete.

NEXT MEETING - June 10th @ 9am

CONFIRM ACTION ITEMS : Introduce Rachel K to Friends of Library as the new rep from the board.

ADJOURNMENT - Motion to adjourn was made and seconded (Terri / Lisa). Motion passed unanimously. Meeting adjourned at 9:34.

Respectfully Submitted
Mary Farron, Secretary