Elkhart Lake Library Board of Trustees
Meeting Minutes of September 22, 2025

The monthly meeting of the Elkhart Lake Public Board of Trustees was held on Monday September 22, 2025. Members present included Mary Farron, Rachel Karras, Patti Zuelke, Mark Landgraf, Sarah Rudnick, Adam Engelbertson, Rob Orth, Lisa Doebert. Rachel Montes, Library Director, was also present.

President Sarah Rudnick called the meeting to order at 9:00. Motion was made and seconded (Lisa / Rachel K) to approve the agenda as posted. The motion passed unanimously.

PUBLIC COMMENTS/TRUSTEE COMMENTS - Mark talked briefly about the recent village board meeting, working on next year's budget and new projects. Mary reported on the Friends of the Library board meeting.

DISPOSITION OF MINUTES - Motion was made and seconded (Lisa / Mark) to approve the minutes as presented for the August meeting. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT -

I. The Income and Expense report - Director Rachel reported that expenses were as expected except for two of note: payment to Monarch of $4000, a $500 deposit to Overdrive. Motion was made and seconded to approve income and expense report. (Mary / Rob) . The motion passed unanimously.
II. Circulation Report - Director Rachel reported a slight drop in circulation of 8% and a 17% increase in digital usage. Program attendance remained strong.
III. Director's Written Report - Director Rachel reported on proposed policy changes recommended by the Joint County Library Services Committee for Sheboygan and Ozaukee County. Rachel also reported on the various projects of each staff member and wrapping up the Summer Reading Program.
IV. Summer Reading Program Statistics - Director Rachel presented the statistics for the summer reading program for the past 3 summers. The number of registered participants has increased each year. Attendance at programs was strong.

NEW BUSINESS -

I. 2026 Budget proposal
   a. The Library Board will go into closed session in accordance to Wisconsin Statute 19.85(1) considering employment, promotion, compensation or promotion…Motion was made and seconded to move into closed session (Mary/Rob) at 9:27.
   b. The board returned from closed session at 9:38. Motion was made and seconded to approve the proposed budget (Mark/Rob). The motion was approved unanimously.

2. Monarch Library System Agreement Appendix F- The board reviewed Appendix F which requires reasonable advanced notice to Monarch Staff before any significant projects that may

interface with Monarch IT or ILS network. Motion was made/seconded to agree/approve Appendix F (Mary/ Rachel K). The motion was approved unanimously.

OLD BUSINESS -

NEXT MEETING - November 10 @ 9am

CONFIRM ACTION ITEMS

ADJOURNMENT - Motion to adjourn was made and seconded (Mark/ Rob). Motion passed unanimously at 9:41.

Respectfully Submitted
Mary Farron, Secretary