

Elkhart Lake Library Board of Trustees  
Meeting Minutes of September 9, 2024

The monthly meeting of the Elkhart Lake Public Board of Trustees was held on Monday September 9, 2024. Members present included Mary Farron, Patti Zuelke, Terri Knowles, Sarah Rudnick, Adam Engelbertson, Rob Orth, Lisa Doebert. Rachel Montes, Library Director, was also present. Rachel Karras was absent.

President Sarah Rudnick called the meeting to order at 9:02. Motion was made and seconded (Patti / Rob ) to approve the agenda as posted. Motion passed unanimously.

PUBLIC COMMENTS/TRUSTEE COMMENTS - Terri updated the board on various projects in the village.

DISPOSITION OF MINUTES - Motion was made and seconded (Lisa / Rob ) 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 expenses to be 'quite unremarkable' for August. Most expenses covered office supplies and library programs. Motion was made and seconded to approve income and expense report ( Mary / Rob) . Motion passed unanimously.
- II. Circulation Report - Director Rachel reported that total circulation was up 16% which was strong for the summer. Although total digital usage was down, Kanopy and Hoopla usage jumped up. Programs remained strong with regular programs seeing good attendance and Downtown Night's Adventure Golf having 83 players!
- III. Director's Written Report - Director Rachel reported that the library was now fully staffed and she has been busy training her new employees. Rachel also presented stats from the summer reading program showing all areas were well received!

NEW BUSINESS -

1. 2025 Budget proposal - Motion was made and seconded ( Patti / Terri ) for the board to go into closed session as per Wisconsin Statute 19.85 (1) considering employment, promotion, compensation or performance evaluation data of any public employee over which the government body has jurisdiction or exercise responsibility. Motion was approved by roll call vote at 9:19.
2. Board returned to open session at 9:40.
3. Director Rachel presented her proposed budget for 2025. Most items remained the same as 2024 with these exceptions: Web page monthly service will increase by about \$1000, electronic collection will increase by \$500, online databases will increase by \$2000. Because of staff turn-over, health insurance and retirement will show a decrease. Motion was made and seconded (Lisa / Adam ) to approve the proposed budget for 2025. Motion was approved unanimously.

OLD BUSINESS - None

NEXT MEETING - Next meeting is set for October 14, 2024 @ 9am.

CONFIRM ACTION ITEMS - None

ADJOURNMENT - Motion to adjourn was made and seconded (Mary / Terri ) at 9:42.

Respectfully Submitted  
Mary Farron, Secretary