

Elkhart Lake Library Board of Trustees
Meeting Minutes of March 13, 2023

The monthly meeting of the Elkhart Lake Board of Trustees was held on Monday, March 13, 2023. Members present included Mary Farron, Nan Siebert, Patti Zuelke, Terri Knowles, Sarah Rudnick and Lisa Doebert with Adam Engelbretson attending via MS Teams. Rachel Montes, Library Director, was also present. Rob Orth was absent.

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

PUBLIC COMMENTS/TRUSTEE COMMENTS – No meetings were held in January and February.

DISPOSITION OF MINUTES – Motion was made and seconded (Patti/Lisa) to approve the minutes as presented for the February meeting. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT –

- I. The Income and Expense report – Income of note: \$1,864.00 donation from ElkhartCares. This grant is to support projects such as Book Bags, Zoo Pass, Summer reading. Expenses of note: Copier (769.12). All other expenses were typical. Motion was made and seconded to approve income and expense report (Mary/Nan). Motion passed unanimously.
- II. Circulation Report – Circulation was up 5% overall from 2022, with the largest increase in juvenile checkouts. EResources were down 20%. Program attendance continues to be strong.
- III. Director's Written Report-
 - Activities included a poetry activity with first graders
 - Read Across America challenge for 4K-4
 - Design a Dragon contest
 - Planning and starting Music and Movement class (Feb. 25)
 - Genealogy group
 - Book weeding

NEW BUSINESS – 1. Review of Strategic Plan: No changes made for now.

2. Review of Statement of Concern about Library Resources: Current statement was revised and approved. Motion was made by Sarah, seconded by Terri to approve the revised policy. Motion approved unanimously.

OLD BUSINESS: 1. Second reading of Employment Policies and Procedures. Motion was made and seconded (Nan/Patti) to approve revised Employment Policies and Procedures. Motion was approved unanimously.

2. Wait times on Libby: A question was presented at the February meeting concerning wait times on Libby. It is not possible for ELPL to purchase additional titles to reduce our patrons' wait time. Additional purchases of highly requested items are made by the consortium only and are available to patrons from all Monarch libraries.