

Elkhart Lake Library Board of Trustees
Meeting Minutes of June 9, 2025

The monthly meeting of the Elkhart Lake Public Board of Trustees was held on Monday June 9, 2025. Members present included Mary Farron, Rachel Karras, Patti Zuelke, Mark Landgraf, Lisa Doebert with Rob Orth attending via MS Teams. Rachel Montes, Library Director, was also present. Sarah Rudnick and Adam Engtbretson were absent.

Vice President Lisa Doebert called the meeting to order at 9:04. Motion was made and seconded (Mary / Mark) to approve the agenda eliminating d. Introduction of New Trustee as we did that last month. Motion passed unanimously.

PUBLIC COMMENTS/TRUSTEE COMMENTS - Mark updated the board on various items discussed at the village board meeting. Director Rachel shared an essay written by a young patron about her experience at the Elkhart Lake Public Library entitled: A love letter to the library.

DISPOSITION OF MINUTES - Motion was made and seconded (Patti / Mark) to approve the minutes as presented for the May 2025 meeting. Motion passed unanimously.

LIBRARY DIRECTOR'S REPORT -

- I. The Income and Expense report - Director Rachel shared that most expenses were normal for the month. Notable exceptions were \$1500 to Hoopla (advanced payment) and \$650 for Depot Dispatch binding. Motion was made and seconded to approve income and expense report(Rachel K / Mark) . Motion passed unanimously.
- II. Circulation Report - Director Rachel noted an increase in digital usage, patronage and check outs. The author event was successful with about 145 attendees. Other programs showed strong attendance.
- III. Director's Written Report - Director Rachel reported that she and her staff were busy preparing for the author visit, making preparations for student visits to the library and continuing to prepare for the summer reading activities.

NEW BUSINESS -

OLD BUSINESS -

1. Program Policy 2nd reading : The board took a second look at the proposed Program Policy. Motion was made and seconded to adopt the updated policy. (Rachel K / Mark) Motion passed unanimously.

NEXT MEETING - July 14, 2025 at 9am.

CONFIRM ACTION ITEMS - None

ADJOURNMENT - Motion to adjourn was made and seconded (Mark / Rachel K). Motion passed unanimously. Adjournment at 9:26.

Respectfully Submitted
Mary Farron, Secretary