

Elkhart Lake Library Board of Trustees
Meeting Minutes of July 13, 2026

The monthly meeting of the Elkhart Lake Public Board of Trustees was held on Monday July 13, 2026. Members present included Mary Farron, Rachel Karras, Patti Zuelke, Mike Wolf, Sarah Rudnick and Adam Engelbertson. Rachel Montes, Library Director, was also present. Lisa Doeber and Rob Orth were absent.

- a. Call to Order - President Sarah Rudnick called the meeting to order at 9:03.
- b. Approval of Agenda - Motion was made and seconded (Rachel K / Adam) to approve the agenda as posted. The motion passed unanimously.
- c. PUBLIC COMMENTS/TRUSTEE COMMENTS - Mike updated the board on the village building projects and park construction. Adam updated the board on the school building project.
- d. DISPOSITION OF MINUTES - Motion was made and seconded (Patti / Rachel K) to approve the minutes as presented for the June meeting. The motion passed unanimously.
- e. TREASURER'S REPORT - Pati presented the second quarter treasurer's report. The board discussed the purchase and payment of Playaway audiobook players as per board vote during the June meeting.
- f. LIBRARY DIRECTOR'S REPORT -
 1. The Income and Expense report - Director Rachel shared expenses for June such as summer library program costs and other program costs. Most items fell within expected amounts. Motion was made and seconded to approve (Mary / Adam) The motion passed unanimously.
 - i. 2nd Quarter Report - Director Rachel presented the 2nd quarter report. Most expenses remain within budgeted expectations. Two lines to note, 313 Copier and 328 Computer Support have gone over budget.
 2. Circulation Report - June circulation was up 21% even though the door counter was down 11%. Digital usage was up slightly. Programs were well attended, especially the special summer programs.
 3. Director's Written Report - Director Rachel reported that the staff has been busy with all of the special summer programs. The new library page was hired to help out during this busy season. Over 300 patrons are participating in the Summer Library Program!
- g. NEW BUSINESS -
 1. Budget Committee - Volunteers are requested for the Budget Committee. So far Mary and Patti have volunteered. The committee is looking to meet in August.

h. OLD BUSINESS -

1. Patio update - Director Rachel is still waiting for plans for the patio.

i. NEXT MEETING - August 10th at 9am

j. CONFIRM ACTION ITEMS

K. ADJOURN - Motion to adjourn was made and seconded (Mary / Rachel K). The motion passed unanimously and the meeting was adjourned at 9:30.

Respectfully Submitted
Mary Farron, Secretary