

Delafield Public Library
Board of Trustees Meeting
August 22, 2023

Members Present: Kelsey Butterfield, Ken Beckman, Nicole Krickhahn, Todd Hillmer, Robert Mitchell, Noel Aicher, Danielle Henry, Holli Klatt, Betsy Felix. Members excused and absent: Elise Murn, Jean Yeomans Also present: Stephanie Ramirez, Library Director.

1. The meeting was called to order at 6:30 p.m. by President Butterfield.
2. The Pledge of Allegiance was recited.
3. Roll Call and Introduction of Guests: There were no guests in attendance.
4. Public Comments: None.
5. Approval of July Minutes:
A correction is made to the minutes regarding July payment to Friends of the Delafield Library. A motion was made by Ken and seconded by Mitchell to accept the minutes as amended. There was no discussion. The motion carried.
6. Director's Report:
 - a. Voting Program: The library was approached by the City of Delafield to help the public with an introduction to the new voting machines. On September 18, 2023 there will be a voting machine educational program at the Delafield Public Library. Details to be announced.
 - b. Summer program wrapped up this week. Stephanie reported that 2023 was a great success with more than 500 participants that logged 100,000+ minutes of reading. Circulation in July 2023 was up 7% over July of 2022.
 - c. Exemption process: Director reported that the City of Delafield Common Council voted in favor of the exemption process at their meeting on 8/21/23. Exemption process complete, Library fully funded for 2024. Aicher led discussion of funding formula from Waukesha County. Henry brought up State of Wisconsin statute and County of Waukesha funding formulas.
7. NEW BUSINESS: A. Library Board Elections
Beckman raised objections that were discussed and noted.
 - a. President: Henry nomination of Kelsey Butterfield, seconded by Felix. Motion carried. Beckman abstained from vote.
 - b. Vice President: Henry nomination of Betsy Felix, seconded by Mitchell. Motion carried. Beckman abstained from vote.
 - c. Secretary: Felix nomination of Jean Yeomans, seconded by Krickhahn. Motion carried. Beckman abstained from vote.
 - d. Treasurer: Mitchell nominated by Krickhahn, seconded by Felix. Motion carried. Beckman abstained from vote.

Discussion of Elections included Beckman asking of relation of Farber Fund, Mitchell's Bonding specifications, dates funding fiduciary maximums etc. Mitchell responded with his bonding is alternate years and paid for by the Farber Fund. Mitchell explained that he is bonded to safeguard the fidelity of the Farber Fund Investments. Title of the Farber Fund is held by the Board of Trustees of the Delafield Public library

B. PROPOSED 2024 Library Budget

Director Ramirez presented the proposed budget for 2024. Henry made a motion to approve budget as proposed with changes discussed. Vote to approve gives Library Director discretion to make appropriate budget changes for 2024 based on final employee benefit numbers when available. Motion seconded by Holli Klatt. Motion passes unanimously.

8. Bridges Library Board Report: Yeomans absent. Board report update at the next meeting
9. Friends of the Delafield Public Library:
 - a. Ramirez reported that the bookstore will be open every Saturday in September, in October the Friends of the Delafield Library will have the Book Sale open on the first and third Saturdays of the month.
 - b. Friends reported that the Library garden looks good after renovations. The board of the Friends is looking for fall clean up and regular maintenance options.
 - c. Felix reported that the August restaurant fundraiser is at Culvers of Wales on Tuesday August 29, 2023. The Panera fundraiser was successful. September Fundraiser will be at Lou Malnati's Waukesha on Tuesday September 26, 2023. Texas Roadhouse has been contacted for October fundraiser, date TBD. Felix is working on filling the calendar to the end of 2024 with restaurant fundraisers on the last Tuesday of the month, with Culvers dates set through the generosity of Culvers of Wales.
10. Treasurer's Report: Mitchell reported a decline in the Farber accounts month to month. By year end he expects the Farber fund to be able to disburse \$2500.00 to the library even in this unfavorable investment climate.
11. Audit and Approval of Monthly Expenditures: Krickhahn made a motion, seconded by Henry, to approve the monthly expenditures as presented. There was discussion by Aicher regarding more specific event description on mileage reports. The motion carried.
12. Request for Future Agenda Items: Beckman requested a review of By-Laws and it will be included in the September agenda.
13. Set and Confirm Next Meeting Date:
 - a. The next meeting will be Tuesday September 12 at 6:30 p.m.

Respectfully submitted,

Betsy Felix for Jean Yeomans