

Minutes
New Berlin Public Library Board Meeting
May 20, 2024, 6:00 P.M.
New Berlin Public Library
Heritage Room

The meeting was called to order by President Marek at 6:00 P.M.

Attendance:

Members Present: Ruth Bock, Nate Jung, Charlotte Kroupa, Chuck Garrigues, John Marek, Dolores Greenawalt, Barb Uhen and Patti Orzel
Members Absent and Excused: Jill Kawala
Staff Members Present: Natalie Beacom

Friends of the Library:

The Friends did not submit a report.

Consent Agenda Items:

The following items were presented on the consent agenda for approval:

- A. Minutes from April 15, 2024 (The spelling of Trustee Kroupa's name needs to be corrected.)
- B. Next meeting date: Monday, June 17, 2024
- C. Bills and Invoices through May 15, 2024 (It was noted that the delivery of the utility bills is lagging.)
- D. Library Activity Reports

Trustee Jung made a motion to approve the consent agenda items. It was seconded by Trustee Bock. The motion passed on a vote of 7-0.

Administrative Reports:

President's Report: President Marek's report was shared during the closed session.

Director's Report: Director Beacom's written report is included with the agenda packet. It is available on line at the City of New Berlin's website.

Director Beacom shared the first Marketing Impact Report with the board. The report will be presented monthly to help the board and staff measure the impact of the library's strategic plan.

The staff attended several outreach events including Safety Saturday where they served as coordinators of Touch-a-Truck. Passports were provided so attendees could track their activities. It was one of the most popular Safety Saturdays with over 1,000 participants. The staff has also been making visits to the community's schools to promote summer reading activities, and attended several events sponsored by Discover

New Berlin, ORS Presentations, Regency ProhealthCare, and the New Berlin Senior Center Book Club.

OLD BUSINESS:

- A. *Memorandum of Understanding Update:* Director Beacom discussed the creation of a Memorandum of Understanding specific to Doxa Christian Academy with the City Attorney and the Director of Bridges. After some reflection, it was proposed that library might better serve the public interest by being available to all organizations in the event of an emergency. Director Beacom will discuss the development of such a policy with Attorney Mark Blum and report to the board.
- B. *Director Evaluation Process:* Motion by Trustee Kroupa, seconded by Trustee Garrigues, to adjourn into closed session pursuant to Section 19.85(1)(c)(e), and (f) of the Wisconsin Statutes to consider the Director's Annual Evaluation. The motion was passed on a vote of 7-0. The meeting was adjourned in to closed session at 6:20 P.M. President Marek returned the meeting to order at 6:50 P.M.

NEW BUSINESS:

- A. *2024 Library Standards:* The board reviewed the library standards approved by the Waukesha County Board in 2022. Residents of municipalities in Waukesha County who meet or exceed the standards may be exempt from the county's library levy. At the present time, the New Berlin Public Library meets or exceeds the standards. However, concerns were discussed about the budgetary impact of patrons transitioning from physical media, which are a part of the library's permanent collection, to streaming services such as Hoopla. To control cost, the Bridges System is considering limiting Hoopla circulation from 4 to 2 check-outs per month. The idea of a "premium" library card was discussed. Director Beacom will continue to provide updates to the board.
- B. *Meeting Room Policy Revision:* Trustee Jung, seconded by Trustee Bock, moved that the following be added to the Meeting Room Policy and Procedures for Application. The motion passed on a vote of 7-0.

"Animals, except those designated as service animals by ADA, are not permitted in the Library. Service animals do not include emotional support animals. Programs sponsored by the Bridges Library System are exempt."

- C. *Nominating Committee for 2025 Officers:* The following board members will serve on the Nominating Committee: Ruth Bock, Dolores Greenawalt, and Patti Orzel

ANNOUNCEMENTS:

There were no announcements.

ADJOURN

Trustee Kroupa made a motion to adjourn. It was seconded by Trustee Garrigues. The motion passed on a vote of 7-0.

The meeting was adjourned at 7:35 P.M.

Respectfully submitted,
Patti Orzel