

Minutes
New Berlin Public Library Board Meeting
Sept. 16, 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, Chuck Garrigues, Dolores Greenawalt, Nate Jung, Jill Kawala, Charlotte Kroupa, John Marek, Barb Uhen and Patti Orzel
Staff Members Present: Natalie Beacom, Director; Tiff Kelly, Adult Services Librarian
Others Present: Kathy Wiemelt, President, Friends of the Library

Friends of the Library:

Kathy Wiemelt reported that the Friends will be holding their next book/puzzle sale this weekend. Friday, Sept. 20th, 5:00 – 7:00 PM, is a preview night for members of the Friends (non-members are welcome with \$10 donation or membership purchase); Saturday, Sept. 21st, 9:00 AM – 4:00 PM, and Sunday, Sept. 22nd, 1 – 3 PM (half price and \$5 per bag sale).

Consent Agenda Items:

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

- A. Minutes from Monday, Aug. 19, 2024
- B. Next meeting date: Monday, Oct. 21, 2024
- C. Bills and Invoices through Aug. 22, 2024
- D. Library Activity Reports

Trustee Kawala made a motion to approve the consent agenda items. It was seconded by Trustee Garriugues. The motion passed 9-0.

Administrative Reports:

President's Report: None

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 announced that the library set another attendance record for August, the third month in a row. Over 56,700 people visited the library this summer, 95,460 items were checked out, 4,164 individuals participated in programs, and 686 new cards were issued.

Adult Services Librarian, Tiff Kelly, highlighted the costume collection which was initiated last year. Trustee Uhen suggested that the library contact the activity directors at the School District of New Berlin as the costumes might be a popular item for the upcoming homecoming celebrations.

Director Beacom announced that the library will be participating in the 2nd Annual Brews and Boos Party, sponsored by the New Berlin Recreation Department on Saturday, Oct. 26th, 11 AM – 3 PM at Malone Park. The library staff will be distributing pumpkin stickers promoting the library and reading.

OLD BUSINESS: None

NEW BUSINESS:

- A. *Library Meeting Room Policy:* Recommendations for updates to the policy were reviewed. A motion to approve the policy as suggested was made by Trustee Kawala. It was seconded by Trustee Greenawalt. The motion was passed 9-0. It was also suggested that signs informing patrons of the library's use of video surveillance should be posted on the entrance doors.
- B. *Library's 2025 Holiday and Closure Schedule:* A motion to approve the calendar was made by Trustee Garrigues. It was seconded by Trustee Bock. The motion passed on a vote of 9-0.
- C. *Trustee Essentials: A Handbook for Wisconsin Public Library Trustees, Chapter 9:* Director Beacom responded to questions from the board to illustrate the process of approving large budget items (e.g. roof repairs).

ANNOUNCEMENTS: None

ADJOURNMENT

Trustee Kroupa made a motion to adjourn. It was seconded by Trustee Greenawalt. The motion passed on a vote of 9-0. The meeting was adjourned at 6:50 P.M.

Respectfully submitted,

Patti Orzel, Secretary