Minutes
New Berlin Public Library Board Meeting
March 17, 2025 at 6:00 P.M.
New Berlin Public Library
Marion Onesti Board Room

Call to Order

The meeting was called to order by President Marek at 6:04 P.M.

Attendance:

Members Present: Ruth Bock, Chuck Garrigues (arrived at 6:20 P.M.), Nate Jung, Jill Kawala, John Marek, Barb Uhen, and Patti Orzel
Members Excused: Dolores Greenawalt and Charlotte Kroupa
Staff Members Present: Natalie Beacom, Director
Others Present: Kathy Wiemelt, President, Friends of the Library

Friends of the Library (FOL):

President Wiemelt reported that the annual General Meeting of the FOL will be held at 6:30 P.M. on Thursday, April 3rd in the Community Room. There will be an election of officers, business report and the library staff will discuss present trends. The Spring Book and Puzzle Sake will be held on Friday, April 11th - Sunday, April 13th. Hours on Friday for members of the FOL and customers willing to make a donation are 5 P.M. – 7 P.M; Saturday, 9 A.M. – 4 P.M. and Sunday, 1 P.M. – 3 P.M. The popular "Bag of Books for Five Bucks" will be offered on Sunday.

Consent Agenda Items:

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

A. Minutes from Monday, February 17, 2025
B. Next meeting date: Monday, April 21, 2025
C. Bills and Invoices through January 26, 2025

Trustee Bock made a motion to approve the consent agenda items. It was seconded by Trustee Jung. It was noted that the excess pages included in the agenda packet that are not pertinent to the library's expenditures should be disregarded. The motion passed 6-0.

Administrative Reports:

President's Report: President Marek reminded the trustees that he would be asking for volunteers to serve on the Director's Annual Performance Review Committee at the April meeting. The possibility of having a staff survey will also be discussed. Finally, President Marek congratulated the staff on the installation of the new carpet with a minimal amount of disruption to services.

Director's Report: The staff was involved in a wide range of activities during the month of February and early March. Director Beacom's written report is included with the agenda packet. It is available on line at the City of New Berlin's website.

OLD BUSINESS: None

NEW BUSINESS

A. *2024 Annual Report* – Director Beacom noted that one of the goals in the upcoming strategic plan is to increase the number of registered users. The funds available to the board through the Waukesha County Foundation were included in this year's report. An annual update regarding the Waukesha Foundation will be provided to the board in January. Trustee Kawala made a motion to approve the 2024 Annual Report. It was seconded by Trustee Bock. The motion was approved 7-0.

B. *Circulation Policy Revisions* – The staff suggested that the age restrictions for obtaining a library card should be removed to support early reading initiatives. Trustee Jung moved to approve the Circulation Policy as presented. It was seconded by Trustee Kawala. The motion was approved 7-0.

C. *Trustee Essentials: Standard Response Protocol (SRP)* – The city is in the process of adopting the Standard Issue Protocol. It is already in use by the school district. The library will be the first city department to implement the SRP.

ANNOUNCEMENTS:

All board meetings for the remainder of 2025 will be held in the Marion Onesti Board Room.

ADJOURNMENT

Trustee Kawala made a motion to adjourn. It was seconded by Trustee Uhen. The motion passed on a vote of 7-0. The meeting was adjourned at 6:45 P.M.

Respectfully submitted,

Patti Orzel, Secretary