



REGULAR MEETING OF THE SHOREWOOD LIBRARY BOARD OF TRUSTEES

February 25, 2025

Meeting Minutes

Present:

- President Jonathan Smucker
- Vice President Kara Espera
- Trustee Anjum Alden
- Trustee Wesley Warren
- Shorewood School District Superintendent Dr. Laurie Burgos
- Assistant Director Noah Weckwerth
- Library Office Manager/Confidential Secretary Angela Andre

Excused:

- Director of Library Services Hayley Johnson
- Trustee Eric Couto
- Trustee Patrick Linnane

1. **Call to Order** - President Smucker called the meeting to order at 5:31 P.M.
2. **Statement of Public Notice** - President Smucker stated that the meeting was properly noticed and posted according to law.
3. **Public Comment** - None
4. **Consent Agenda:** Superintendent Burgos moved to approve the agenda, the minutes from the January 8, 2025 meeting, and accounts payable reports. Trustee Espera seconded, and motion carried by a vote of 5-0.
5. **Library Statistics**
6. **Information: Director of Library Services Report**
 - Tax Services: The Shorewood Public Library offers basic state and federal print tax forms and instruction booklets. Many libraries no longer provide these documents.

Patrons can print additional necessary forms at no cost with the library's dedicated tax computer. Librarians can also help patrons set up appointments and provide necessary materials for the Senior Resource Center's AARP tax assistance program.

- Circulation Training for Librarians: Assistant Director Noah Weckwerth has been working with each of the professional librarians on circulation services training. Cross-training the librarians in circulation has many benefits, such as increasing confidence, knowledge-base, and skills, encouraging collaboration and engagement; and providing scheduling flexibility and stability.
- St Robert's Vocation Day: The Library Director and Assistant Director presented to students during Vocation Station Day at St. Robert School. It offered parents and community members the opportunity to educate students on careers, hobbies, or special skills.
- Shorewood Reads 2026: In conjunction with the Friends of the Shorewood Public Library, planning has begun for the next Shorewood Reads program. The book selection committee is in the process of narrowing down the books being considered.
- New Board Game Program: Shorewood Public Library is now hosting *Shorewood Shuffles: Board Game Nights*. The events are intended for participants 16 and up and offers a casual way for attendees to meet new people and pass the time. The program was initiated by Library Clerk (and board game fanatic), Michael Smith.
- Friends of the Shorewood Public Library Annual Meeting:
 - The 2025 slate of candidates was approved as follows:
 - President | Mary Armstrong
 - Vice President | Jeannee Sacken
 - Treasurer | Elizabeth Jonas
 - Secretary | Lois Wesener
 - Director | McKenzie Edmonds
 - The Friends of the Shorewood Public Library have received a generous gift of approximately \$9,302 from the Mary Louise Fiedler estate.
 - Heidi Frenzel, Director of Volunteers, was named the 2024 Volunteer of the Year.

7. **Information: Public Printer Upgrades**

A desktop printer has been purchased and installed at the adult information desk. This will alleviate some of the challenges that came from having one unit used for both photocopies and printing from the computers.

8. **Information: Lawrence A. Lange Wells Fargo Revocable Trust Final Disbursement**

In September 2023, Shorewood Public Library received the final disbursement from the Lawrence A. Lange Wells Fargo Revocable Trust totaling \$179,190.05. Per the September 13, 2023 Shorewood Public Library Board of Trustees meeting, those

funds were to be moved to the Greater Milwaukee Foundation Board Directed Reserve Fund.

The Wells Fargo accounts are now closed, and the full transfer of the Lange Bequest to the Greater Milwaukee Foundation is complete. Below is documentation showing the transfer of funds.

9. **Action: 2024 Wisconsin Department of Public Instruction Annual Report and System Effectiveness Statement**

Wisconsin State Statutes require library and system boards to file their annual report within 60 days after the conclusion of the fiscal year of the municipality or county in which the public library is located [Wis. Stat. s. 43.58(6)(a)].

Motion: Trustee Warren moved to authorize the Shorewood Public Library Board of Trustees President or his designee to sign and approve the 2024 Shorewood Public Library annual report as provided by the Director of Library Services. Seconded by Trustee Espera and approved 5 -0 after a vote.

Motion: Trustee Espera moved that the Milwaukee County Federated Library System provided effective leadership, and met the needs of the Shorewood Public Library in 2024. Seconded by Trustee Alden and approved 5 - 0 after a vote.

10. **Information: Nominating Committee Report**

Minutes from the most recent meeting were presented. Trustees Alden, Linnane, and Warren are up for renewal of their position on the Board in May of this year.

11. **Information: Personnel Committee Report**

Minutes from the most recent meeting were presented. The committee reviewed the Director's maternity plan and discussed a leave of absence proposal in closed session.

12. **Information:** Trustee Essentials 17: *Membership in the Library System*

13. **ACTION | CLOSED SESSION - Leave of Absence:**

Trustee Espera moved to adjourn into closed session under the provisions of sec. 19.85(1)(c), Stats., for the purpose of discussing employment promotion, compensation, and performance evaluation of employees.

The Library Board reserves the right to reconvene into open session under the provisions of section 19.85(2) Stats., and take action on this item. Seconded by Trustee Warren. All approved by a vote of 5 - 0. The Board adjourned into closed session at 5:48 P.M.

Trustee Warren motioned to reconvene into open session. Trustee Espera seconded. All approved by a vote of 5 - 0. The Board reconvened into open session at 6:01 P.M.

Motion: Trustee Espera motioned to extend an unpaid extended leave of absence for the part-time library employee discussed in closed session until Tuesday, April 1, 2025 team member. Trustee Warren seconded. Motion passed after a vote of 5-0.

14. **Items for Future Consideration**

Nominating Committee Update

15. **Adjourn:** Meeting adjourned at 6:04 P.M.

Recorded and submitted by Library Office Manager/Confidential Secretary Angela Andre
on the 26th day of February, 2025