

## Spring Green Community Library Board Meeting

Monday, April 8, 2024

**Present:** Ed Lilla, Jordan Lagerman, Jeannie McCarville, Chris Ferguson, Dede Holverson

**Absent:** Linda Kettner, Joy Kirkpatrick

**Library Staff:** Emily Whitmore (director), Bridget Roberts

1. The meeting was called to order by Ed Lilla at 5:00 PM in compliance with the Wisconsin Open Meeting Law.

2. **Review and adopt agenda:** Jeannie McCarville moved to adopt the agenda, seconded by Jordan Lagerman. Motion carried.

3. **Consent agenda:** All matters under this item are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item will be removed from the consent agenda and will be considered separately.

a. **Review and approve minutes of March meeting**

b. **Approval of Treasurer's Report**

c. **Approval of Financial Report**

d. **Approval of Bills**

Jeannie McCarville moved to approve the consent agenda, seconded by Jordan Lagerman. Motion carried.

4. **Director's Report:** Emily distributed her report.

5. **Friends Update:** Chocolate Lab is set for Sunday, April 14<sup>th</sup> from 2-5pm.

6. **Unfinished Business – Discussion and possible action on the following;**

a. **Library Improvements:** Roof RFB is ready for review. Emily will send a copy to the Board. Please have comments to Ed by Thursday, April 11<sup>th</sup>. Emily presented two bids each for Moving Services, Carpeting and Paint. Emily is going to reach out again to Hollandale about their moving quote. Coyle Carpet was selected for carpet and installation. Motion by Jordan Lagerman and seconded by Chris Ferguson. Motion carried. Emily is going to reach out again to Classic Quality Painting about their quote. Discussion took place about library closure timeline and how to manage library services during the renovation. Need to get a date on the calendar with a moving company as the carpet installation and painters can be more flexible with their timelines. Emily suggested early September as a possible date as area schools would be back in session and summer reading would not be interrupted.

**i. Funding for Library Improvements**

Emily spoke with the Village attorney, and we would not be allowed to change the use of any estate funding without consent from the family or a court. It is also advised that we not combine any funding that has a name attached to it. Discussion took place about what funds we may combine or spend down. Jordan will look at the contents of the safety deposit box to review the language in each bequest.

**b. Board Contribution:** Library has a carryover Village fund balance of approximately \$45,000. Focus will be to not spend more than that.

**7. New Business – Discussion and possible action on the following:**

**a. FEH Proposal – Maintenance Plan:** Emily presented information and a quote. No action taken at this time. We will wait to see what comes out of the strategic planning process.

**b. Comparison Data – Libraries:** Emily presented information she collected that represents a comparison of the Spring Green Library with other libraries of similar size throughout the State. She would like to present it to the Village possibly in June. Emily will email copies of the presentation to the Board.

**8. General public comment:** None

**9. Confirm date of next meeting – Monday, May 6, 2024, at 5:00 PM**

**10. Adjourn:** Chris Ferguson moved to adjourn the meeting. Seconded by Jeannie McCarville. Motion carried.

**Jeannie McCarville**