

LIBRARY BOARD MINUTES
SEPTEMBER 12, 2024

Sharon Armstrong – President
Pamela Aiken
Greg Loreck
Stephanie Matthews
Jill Meyer
Carol Sagan
Karen Umbs

The City's Vision

Oak Creek: A dynamic regional leader driving the future of the south shore.

The Oak Creek Public Library Board met on Thursday, September 12, 2024. Those present were Sharon Armstrong, Pamela Aiken, Greg Loreck, Stephanie Matthews, Jill Meyer, Carol Sagan and Jill Lininger. Karen Umbs was excused. Armstrong called the meeting to order at 5:00p.m.

There was no public comment.

New Business

- A motion was made by Sagan and seconded by Loreck to approve the minutes of July 11, 2024. Motion carried.
- A motion was made by Aiken and seconded by Loreck to approve the July 2024 vendor summary in the amount of \$96,641.46. Motion carried.
- A motion was made by Meyer and seconded by Sagan to approve the August 2024 vendor summary in the amount of \$73,224.27. Motion carried.
- A motion was made by Aiken and seconded by Sagan to approve the Library Administrative Coordinator job description. Motion carried.
- A motion to approve a request for proposals for RFID equipment update was tabled.
- The 2025 – 2028 MCFLS Member Library Agreement was discussed and reviewed.
- A motion was made by Aiken and seconded by Sagan to approve the preliminary 2025 Library Budget. Motion carried.

Informational and Discussion Items

- Director Jill Lininger provided updates on:
 - Budget and revenue: there is \$117,000 in the accumulated surplus. The youth services librarian resigned. One of our regular substitutes has accepted that position and will start in mid-September. A desk clerk has also resigned. A conditional offer was made to a replacement.

- Monthly staff report highlights: Tours of the library were given to the city dispatchers to familiarize them with the layout. Representatives from the City of Middleton came for a tour as they consider a building project.
- Monthly calendar highlights: Story time outreach was done at four childcare centers in August. Maria and Emma represented the library at the 2nd annual Back to School Bash event at Salvation Army. Jenny, Grayson and Lauryn represented the library at National Night Out. Intergenerational Story time has seen a lot of participation all summer. There has been a lot of positive feedback. Many other programs were held this summer with very good participation levels.

A motion was made by Meyer and seconded by Loreck to adjourn at 5:50p.m. Motion carried.