



SCHREINER  
MEMORIAL  
**LIBRARY**

Schreiner Memorial Library

Board of Trustees

Wednesday May 8, 2024; 5:00 p.m.

Schreiner Memorial Library

113 West Elm Street, Lancaster, WI

NOTICE AND AGENDA

In-person and Virtual

<https://us06web.zoom.us/j/87546353518?pwd=0S9yLdbWeUy369OM4rarrSo9HLp8bR.1>

- I. Call to Order, meeting called to order at 5 pm.
- II. Roll Call, In attendance: Matt Pennekamp, Breanna Callahan, Lisa Tranel, Lisa Zabel, Luann Droessler. Absent: Carrie Ingebretson, Carrie Post. Also in attendance, Director Martha Bauer.
- III. Secretary's Report - Minutes of April 10<sup>th</sup> meeting - action, April 10<sup>th</sup> minutes were included for review in the board packet. Motion to approve the minutes from the May 2024 meeting made by Luann Droessler, second by Lisa Zabel. Motion carries.
- IV. Treasurer's Report - Last Month's list of bills - action, List of bills for Lancaster and Potosi libraries were reviewed. Lisa Zabel makes a motion to approve the Treasurer's report from May 2024 meeting. Second by Luann Droessler. Motion carries.
- V. Library Director's Report - Approval of fine fund expenditures - action, Director's report was included in board packet and discussed. LibraryCalendar software is coming along. Memory Café programs will be offered by the library and ADRC starting in August. U.S. Cellular presented information to Martha about their hotspot plans. Not entirely sure if the need exists for these items, this may come up during strategic plan process. Book sale brought \$1,013.75! WAPL conference in Stevens Point was great. A WiLS representative mentioned the Ideas to Action Grant, Martha is working on the grant application for makerspace materials. Library website renovation was discussed, hoping more info can be gathered regarding usefulness of our website can be gathered during strategic planning process. Luann Droessler makes a motion to approve the Director's report. Second by Lisa Zabel. Motion carries.
- VI. Public Comments, Presentations, and Communications, Welcome to our two new board members, Breanna Callahan and Lisa Tranel. Introductions were presented by each board member and library director.
- VII. Trustee Reports - None at this time.
- VIII. Committee Report
  - a. Budget committee - discussion/update, Budget committee has met a couple of times to discuss 2025 budget. Anticipating 4% raises for library staff.
- IX. New Business

- a. Elect interim officers; Vice President and Treasurer – discussion, action, Matt nominates Lisa Zabel to be interim Vice President of the board, Lisa Zabel seconded the motion. Motion carries. Matt nominates Luann Droessler to be interim Treasurer of the board, Luann seconds. Motion carries.
  - b. Review alcohol request for upcoming community room use – discussion, action, Alcohol request approval motion made by Lisa Zabel, second by Lisa Tranel. Motion carries.
  - c. Amish produce stand in Ryland Park – discussion, action, Not at this time as it could be a liability. We may want to ask the city if it's possible since Ryland Park is a city park.
  - d. Strategic Plan Consultant Responses – discussion, action, There was discussion on different strategic plan consultants along with their costs and what services would be provided. After thoughtful discussion, Lisa Zabel made a motion to join the WiLS small library strategic planning cohort. Second by Luann Droessler. Motion carries.
  - e. Adjourn to closed session pursuant to WI state Statute 19.85(1)(c) for the purpose of considering employment, promotion, compensation, or performance date of a public employee over which the governmental body has jurisdiction or exercises responsibility. Employee compensation.
  - f. Reconvene to open session as needed.
- X. Adjourn, Motion to adjourn at 6:33 pm made by Lisa Zabel, second by Lisa Tranel. Motion carries.

Next Meeting: June 12, 2024 at 5:00 p.m.

*Notice to Library Board members; Grant County Herald Independent; WGLR; City Clerk*

Minutes respectfully submitted by Martha Bauer.