

**WATERFORD LIBRARY BOARD OF TRUSTEES
OFFICIAL MEETING MINUTES
April 12, 2022**

Call to Order: The meeting was called to order by Vice President Peters at 4:43 p.m. in the Community Room. Library Board Trustees present were Secretary Bechtel and Trustee Isola. Also present Library Director Kinkade.

Not present: President Romanak, Treasurer Nargis, Trustees Pollnow and Schoepke.

Public Appearances

None.

Minutes

There was a motion (Isola/Peters) to approve the March 15, 2022 meeting minutes as presented. All ayes. Motion passed.

Librarian's Report

1. Programming review. Adult programming highlights included popularity of in-person and virtual yoga, and a successful Purple Springs Memory Café. The family programming highlight was the Library Leprechaun which is always very popular and had almost 400 participants. Highlighted for juvenile programming for ages 0-5 was Alphabet Lab which continues to have maximum participation; highlighted for ages 6-11 was the Great Creepy-Crawly Bug Scavenger Hunt. There were 12 teen volunteers in March. Planning for summer reading programming for all ages is in progress. Curbside visits are still being offered, but down to 18 for the month.

2. Circulation review. Materials circulation was down about 7.8% from January through March 2021. OverDrive use was up 5.2% from the same months in 2021. Library visits are up 11% from the same time period last year. Numbers for social media, especially Instagram and TikTok, views and likes have been strong.

3. Director's report. Kinkade reported: positive FaceBook post and correspondence received by the Library; Friends of the Library approved \$3,030 to be used for library programming through July; at the SHARE meeting in-person meeting options were discussed and at LAC (Library Advisory Council) in-person meetings and the Hoopla rollout were discussed. Kinkade attended both the Village Finance Committee meeting and the Village Board meeting. This Board meeting is the end of the second term for President Romanak. Kinkade has been reaching out to potential library board members.

4. Budget review. Although 25% of the year has elapsed, almost 31% of the budget is considered spent because of annual up-front costs. The budget is on track.

Statements

The bank statement was reviewed.

There was a motion (Isola/Bechtel) to approve the bank statement from Community State Bank as presented.

March 2022 Community State Bank special funds account: \$37,352.79
All ayes. Motion carried.

Invoices

The WPL Invoices for Operations and Special Funds were presented.

Motion (Isola/Bechtel) to approve March 2022 operation invoices totaling \$66,168.36
All ayes. Motion carried.

Motion (Bechtel/Isola) to approve March 2022 special fund invoices totaling \$4,780.46
All ayes. Motion carried.

Old Business

1. Reopening plan. The library will remain in phase 3 of the reopening plan.

2. Challenge to library materials. Edits to the packet including the request for consideration form and collection development policy were reviewed. Final review and approval moved to the May meeting.

New Business

1. Nomination of Board Officers. Due to low meeting attendance, board officer nominations were made but election for the slate of officers will be in May.

Motion (Bechtel/Peters) to nominate Isola as incoming WPL Board President. Isola accepted the nomination. All ayes. Motion passed.

Motion (Bechtel/Isola) to nominate Peters as continuing WPL Board Vice President. Peters accepted the nomination. All ayes. Motion passed.

Motion (Isola/Peters) to nominate Bechtel as continuing WPL Board Secretary. Bechtel accepted the nomination. All ayes. Motion passed.

Motion (Peters/Isola) to nominate Nargis as continuing WPL Board Treasurer. Nargis' acceptance is pending. All ayes. Motion passed, pending Nargis' nomination acceptance.

2. Parking. Employees of a neighboring business have been monopolizing the Library patron angled parking on N River St. The incoming Board President will write to that business to explain the parking situation.

Adjourn: There being no further business to come before the Board of Trustees, there was a motion (Bechtel/Isola) to adjourn. All ayes. Motion carried. The meeting adjourned at 5:57 p.m.