



REGULAR MEETING OF THE SHOREWOOD LIBRARY BOARD OF TRUSTEES

September 9, 2026

Meeting Minutes

Present:

- President Jonathan Smucker
- Vice President Kara Espera
- Trustee Anjum Alden
- Trustee Mary Armstrong
- Shorewood School District Superintendent Dr. Laurie Burgos
- Director of Library Services Hayley Johnson
- Assistant Director Noah Weckwerth
- Library Office Manager/Confidential Secretary Angela Andre

Excused:

- Trustee Scott Gronert
- Trustee Wesley Warren

Call to Order: President Smucker called the meeting to order at 5:30 PM.

Statement of Public Notice: President Smucker confirmed that the meeting was properly noticed according to law.

Public Comment: Arden Mosesson and Amelia Wallace spoke about how the Ancient Greek Reading Group utilizes Village Center meeting spaces.

Consent Agenda: Vice President Espera moved to approve the agenda, the minutes from the July 8, 2026 meeting, and accounts payable reports. Trustee Alden seconded, and the motion carried by a vote of 5-0.

INFORMATION – Library Statistics

INFORMATION – Director of Library Services Report

STAFF UPDATES

Library clerk Carolyn Curran was promoted to the 20-hour a week clerk position. Her new schedule started Monday, July 6, 2026.

Emeline Heimos was hired for the 15-hour a week clerk position, and started on Tuesday, June 23, 2026.

SEPTEMBER IS LIBRARY CARD SIGN-UP MONTH

September is Library Card Sign-Up Month, and the library team members have employed a number of strategies to encourage patrons to register for or renew their library cards.

NEW LAPTOPS

On Friday, August 14, 2026, four new laptops were put into circulation.

SUMMER CELEBRATION AND SUMMER READING

Shorewood Public Library's 2026 Summer Celebration, held on Thursday, July 23, 2026, was a success with an estimated 1,000 attendees enjoying the event.

Summer reading programs for all ages were a success with 45 adults, 341 children, and 123 teens participating in their respective programs. An estimated 197,184 minutes were read by youth and teen readers this summer. Summer Reading Terrific Tuesdays were also popular with 308 attendees participating in four programs.

STAFF MOVIE NIGHT AND TEAM T-SHIRTS

On Friday, July 17, 2026, 16 library team members attended the Staff Movie Night featuring the 2004 comedy *Napoleon Dynamite*. This function was an optional, unpaid event that included 2000s movie trivia, a tater tot bar, and the distribution of the 2026 staff t-shirt.

MAGNETIC WALL AND CONVEYOR BELT

The Conveyor and Indoor Magnet Wall were assembled and installed in the Early Learning Center on Thursday, August 13, 2026 by the Village of Shorewood Department of Public Works building maintenance team. Both initiatives were funded by the Friends of the Shorewood Public Library.

MILWAUKEE COUNTY FEDERATED LIBRARY SYSTEM AD CAMPAIGN

On Thursday, July 23, 2026, Milwaukee County Federated Library System rolled out an ad campaign on Milwaukee County Transit System buses. The ad campaign features 30 buses with exterior signs, and 50 buses with interior signs inviting viewers to "Follow Me to the Library." The ad campaign will run for 13 weeks.

VILLAGE CENTER MEETING ROOM STRATEGIC INITIATIVE UPDATE

Director Johnson and Shorewood Senior Resource Center Director Elizabeth Price met on Tuesday, August 11, 2026, about the Village Center Meeting Room Strategic Initiative. Topics under discussion included soliciting a quote for wayfinding signage on the lower and upper levels of the Village Center; how Village Center room usage will change once the SRC relocates to the Benjamin Center; and considering changing settings to the Spector Conference Room to make it more available for public use.

VILLAGE OF SHOREWOOD GREENWAY DAYS

On Saturday, July 12, 2026, the Village of Shorewood hosted Greenway Days. Neighborhood greenways are streets that are designed to prioritize people walking, bicycling, or using other micro-mobility devices. One of the greenway demonstrations featured was on Murray Avenue and Shorewood Boulevard. The demonstration included high visibility crosswalks and a contraflow bike lane with a protected path.

VILLAGE CENTER ROOF REPLACEMENT

Due to frequent weather-related leaks in the Early Learning Center, the Village of Shorewood Department of Public Works building maintenance team recommended partial replacement of the roof on the southwest side of the building.

2026 WISCONSIN LIBRARY ASSOCIATION ANNUAL CONFERENCE FRIENDS AND TRUSTEES DAY

The Wisconsin Library Association invites Friends and trustees to attend a full day of training in Middleton, Wisconsin on Wednesday, October 21, 2026.

INFORMATION – Finance Committee Report

The Finance Committee met twice since the last full board meeting. At the first meeting on July 21, 2026, the committee reviewed the 2026 Q2 financial report, discussed 2027 budget planning, and looked at incorporating gifted monies into a strategic plan.

At the second meeting on August 4, 2026, the committee reviewed 2027 budget options presented by the Director of Library Services.

INFORMATION – Personnel Committee Report

The Personnel Committee met twice since the last full board meeting. At the first meeting on August 11, 2026, the committee reviewed Village of Shorewood salary survey data.

At the second meeting on August 17, 2026, the committee discussed how certain recommendations were made.

ACTION – 2027 Shorewood Public Library Proposed Budgets and Tax Levy Request

The 2027 Shorewood Public Library budget offers a comprehensive financial plan that outlines anticipated revenue and expenses.

Shorewood Public Library utilizes a two-budget approach. The Operating Budget is based on revenues from the Village of Shorewood tax levy, local library aids, library fines, and printing costs. The Operating Budget covers daily operational expenses. The Enhanced Budget is based on funds granted by the Greater Milwaukee Foundation Lange Bequest, the Friends of the Shorewood Public Library, and general donations.

Director Johnson highlighted changes in the 2027 Shorewood Public Library budget from the 2026 budget, and is seeking \$1,043,369 tax levy funds.

MOTION: Vice President Espera moved to approve the proposed 2027 Shorewood Public Library budget as submitted, including a request for \$1,043,369 in tax levy funds from the Village of Shorewood Board of Trustees. Dr. Burgos seconded, and the motion carried by a vote of 5-0.

ACTION – 2027 Greater Milwaukee Foundation Funding Proposal

PERMANENT ENDOWMENT FUND

The Permanent Endowment Fund is intended to support ongoing Shorewood Public Library projects and initiatives, and enhance the services the library has been able to provide through the “normal” operating budget.

Spendable balance through July 31, 2026 = **\$330,178.00**

MOTION: Vice President Espera moved to approve the 2027 Greater Milwaukee Foundation Permanent Endowment Fund request for \$104,498 plus the cost of website redesign and the elimination of overdue fines totaling \$162,498 in support of Collection, Programming, and Technology Enhancements as well as Professional Education and Miscellaneous line item expenses described in the outlined proposal. Trustee Alden seconded, and the motion carried by a vote of 5-0.

BOARD DIRECTED FUND

The Board Directed Reserve Fund is intended to provide a long-term source of funds to improve

the Shorewood Public Library environment and patron experience while supporting community collaborative initiatives which are consistent with the library's mission. Requests benefit library patrons, support library operational efficiencies, and help sustainability efforts through energy efficiency and conservation projects. Distributions shall be used for the support of the library for the exclusive purpose of larger, one-time projects and special opportunities, including strategic planning initiatives, major interior facility work, and contributions toward Village Center facility work.

Spendable balance through July 31, 2026 = **\$145,014.81**

MOTION: Dr. Burgos moved to approve the 2027 Greater Milwaukee Foundation Board Directed Reserve Fund request for \$93,400 minus the cost of website redesign and the elimination of overdue fines (\$35,400) to fund Program and Technology Enhancements as well as Miscellaneous line item expenses described in the outlined proposal. Vice President Espera seconded, and the motion carried by a vote of 5-0.

ACTION – 2027 Cost of Living Adjustment

Each year, the Shorewood Public Library Board of Trustees makes a separate motion that sets the cost of living adjustment (COLA) for library staff for the upcoming budget year.

Per the Shelver & Aide Compensation Policy (revised December 11, 2019), shelvers and the Youth Services Aide are compensated on a step system, and are not eligible for COLA.

MOTION: Trustee Armstrong moved to increase wages three-percent for all library staff, except shelvers and the Youth Services Aide, effective January 1, 2027 pending approval of the requested tax levy amount by the Village of Shorewood Board of Trustees. Vice President Espera seconded, and the motion carried by a vote of 5-0.

ACTION – Public Computer Replacement Funding Proposal

Assistant Director Weckwerth shared that Shorewood Public Library's public computers were universally in need of replacement. All of the library's 25 public computers are out of warranty, and the majority of them have been so for several years. Assistant Director Weckwerth recommended replacing all 25 public computers with upgraded, larger display monitors to accompany them. The total price for the computers, monitors, and new editions of Microsoft Office suite for all units totals 25,477.75.

MOTION: Vice President Espera moved to approve that the library spend \$25,477.75 from the Restricted - Enhanced Operations Fund Balance for the acquisition of new public computers, monitors, and Microsoft Office software. Trustee Alden seconded, and the motion carried by a vote of 5-0.

ACTION – Shorewood Public Library Website Redesign Request for Proposal

Shorewood Public Library's current website does not fully meet the needs of today's users, and the library needs a new, modern website that provides a better experience while accurately representing the library and services. Assistant Director Weckwerth, Virtual Engagement Librarian Megan Lohrenz, and Director Johnson have prepared a Website Redesign Request for Proposal for the Shorewood Public Library Board of Trustees to review.

MOTION: Vice President Espera to approve the issuance of the Shorewood Public Library Website Redesign Request for Proposals as presented, and authorized staff to proceed with

solicitation. Trustee Armstrong seconded, and the motion carried by a vote of 5-0.

ACTION – Village Center Meeting Room Exception Request

On behalf of the Ancient Greek Reading Group, Arden Mosesson requested weekly use of the Village Center meeting rooms rather than being limited to twice per month per the Meeting Room Use Policy allows.

MOTION: Dr. Burgos moved to allow for an exception in the Meeting Room Use Policy for the Ancient Greek Reading Group so they can utilize Village Center meeting spaces weekly based on the specific circumstances of the request and at the discretion of the Director of Library Services. Vice President Espera seconded, and the motion carried by a vote of 5-0.

INFORMATION – Village of Shorewood Community Survey Summary

The Village of Shorewood 2026 Community Survey gathered input on general perceptions and satisfaction with the community. Six hundred and twenty-four responses were collected, and a summary of feedback specifically relating to Shorewood Public Library was shared.

INFORMATION – Trustee Essentials Handbook Chapter 6: Evaluating the Director

Items for Future Consideration: Library Associate Kate Strattner has been named Wisconsin Library Association Paralibrarian of the Year

INFORMATION | CLOSED SESSION – Village of Shorewood Salary Survey

The Shorewood Public Library Board of Trustees adjourned into closed session at 7:00 PM.

Trustees reviewed the salary survey data provided by Village of Shorewood staff, and discussed increasing salaries and wages to bring identified staff up to market rate.

Trustees also discussed the Library Office Manager/Confidential Secretary position, including the challenges of identifying comparable positions for salary survey purposes.

Closed session recorded and submitted by Vice President Espera

Adjournment: The meeting was adjourned at 7:45 PM.

Open session recorded and submitted by Library Office Manager/Confidential Secretary Angela Andre on the 10th day of September 2026