



REGULAR MEETING OF THE SHOREWOOD LIBRARY BOARD OF TRUSTEES

July 9, 2025
Meeting Minutes

Present:

- President Jonathan Smucker
- Vice President Kara Espera
- Trustee Anjum Alden
- Trustee Patrick Linnane
- Trustee Scott Gronert
- 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 Wesley Warren

1. **Call to Order:** President Smucker called the meeting to order at 5:30 PM
2. **Statement of Public Notice:** President Smucker confirmed that the meeting was properly noticed and posted according to law.
3. **Public Comment:** None
4. **Consent Agenda:** Trustee Gronert moved to approve the agenda, the minutes from the June 11, 2025 meeting, and accounts payable reports. Vice President Espera seconded, and the motion carried by a vote of 6-0.
5. **Information: Library Statistics**
The trustees inquired about expectations for number of programs per month or year. Director Johnson noted that that program scheduling is largely based on availability of speakers and performers and are sometimes initiated through community partnerships or seasonal events. President Smucker suggested that setting expectations could be part of a broader strategic plan.
6. **Information: Library Director's Report**

WISCONSIN TRUSTEE TRAINING WEEK 2025

Wisconsin Trustee Training Week 2025 will be held from Monday, August 18th to Thursday, August 21st. More information, including recordings of previous years' sessions, and registration can be found at www.wistrusteetraining.com.

BUILDING MAINTENANCE: HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) UPDATE

The air conditioning in the Village Center building has not been working at full force for years. In 2024, the Village approved funding for a new HVAC system for the building.

That work is tentatively scheduled to take place this coming August 2025 and is expected to take three to five days. In lieu of closing the library, the preferred option would be to post signs for the public and use fans. If the conditions are extreme, the Board would consider closing for one or two days.

VILLAGE OF SHOREWOOD BUDGET TIMELINE

On June 24th Village Manager Rebecca Ewald shared the 2026 budget timeline. The table below shows both Village and library deadlines.

DATE	BUDGET TIMELINE
MON JULY 7	Service level review and 2026 Budget Communication Plan updates
MON AUG 4	Q2 financial report
WED SEPT 10	Shorewood Public Library Board of Trustees budget approval
MON SEPT 15	Budget overview
MON OCT 6	Budget review – all funds
MON OCT 13	Special budget meeting (if needed)
MON OCT 20	Budget wrap up
MON NOV 17	Budget public hearing; Q3 financial report
WED DEC 10	Shorewood Public Library Board of Trustees final budget approval

GREATER MILWAUKEE FOUNDATION FUNDING UPDATE

President Smucker and Director Johnson met with David Hickey, the Village of Shorewood's contracted accountant from Lauterbach & Amen. They discussed the Greater Milwaukee Foundation (GMF) funding and the Restricted Reserve Fund.

From the inception of GMF funding requests in 2020 leading up to 2022, there were unspent funds that accumulated in the Restricted Reserve Fund. In the past, the library submitted funding proposals which were approved by the board and GMF, but for a variety of reasons, not all of the money granted was spent.

In 2023 and 2024, the library budgeted for and spent money from the enhanced budget, however, we did not withdraw any funds from GMF. At this time, the GMF funding from the Restricted Reserve Fund is exhausted. In 2025, we will move forward with withdrawing GMF funds quarterly as we spend. This will start when the Q2 report is released by the village.

MORE STATE LIBRARY FUNDING

On June 14th the State of Wisconsin Joint Committee of Finance included state library aid items in a public instruction omnibus motion. Aid includes funding for library service contracts, BadgerLink, and Newsline for the Blind as well as a significant increase in funding for regional library systems in the biennial budget.

In 2025-2026, regional library systems like Milwaukee County Federated Library System (MCLFS) will receive an additional one million dollars, and an additional two million dollars in 2026-2027. The boost is a significant increase that continues the steady rise in library system aid dollars since 2018 following seven years of flat funding.

WISCONSIN DEPARTMENT OF PUBLIC INSTRUCTION REORGANIZATION

The Wisconsin Department of Public Instruction is currently being reorganized. Under the new structure, the Division for Libraries and Technology will use the working title Division for School and Library Operations. Within the division will be the Bureau of Libraries, previously known as the Library Services Team. Further details will be shared as the reorganization progresses, but the work of the Bureau of Libraries remains the same.

The Bureau of Libraries provides leadership, support, and oversight to Wisconsin's network of more than 467 public libraries, 15 regional library systems, and school libraries. The Bureau also collaborates with and supports tribal, academic, and special libraries. The Bureau empowers libraries to best serve their communities by providing leadership, facilitating collaboration, acknowledging unique perspectives, and supporting innovation. Key responsibilities include:

- Statewide Library Support
- Library Development and Innovation
- Funding and Resource Allocation
- Policy, Planning, and Data

The new structure will be in place beginning on July 28, 2025, and there will be no immediate impact on the day-to-day work of libraries.

GIRL READING A BOOK STATUE

Sometime between Saturday, June 14th and Monday, June 16th, a statue of a young girl reading a book appeared in the window outside of the young adult collection. No one on staff knows where it came from.

After consulting with Village Manager Rebecca Ewald and the Department of Public Works (DPW), it was decided that the statue would be made permanent. DPW Chief Craftsman Eric Anderson will bolt the statue in place to alleviate any safety concerns.

SUMMER CELEBRATION 2025

The Summer Celebration will be held on Thursday, July 24, 2025 from 6:00-8:00 PM. The library's popular annual event will feature Culver's custard, Pete's Pops, music and bubbles from Kid Boogie Down, trolley rides, face painting, balloon twisting, and the Milwaukee Brewers Famous Racing Sausages. New this year, the library will offer popcorn from our brand-new popcorn popper machine.

We have been working with the Friends of the Shorewood Public Library to recruit volunteers, and if you're interested in helping out, please let me know.

FRIENDS OF THE SHOREWOOD PUBLIC LIBRARY UPDATE

The Friends of the Shorewood Public Library approved a funding proposal submitted by Youth Services Librarian Abigail Ott:

- **TONIES COLLECTION | \$1,120**

Tonies are individual digital audio systems for children, offering screen-free entertainment. They consist of two pieces – the Toniebox, the portable audio player, and Tonies, the figurines that play content when plugged in. Each Tonie character is filled with songs and stories ideal for children ages three to 10. Tonies feature a number of characters, including Disney, Pixar, and Dr. Seuss characters, and content length can range from 22 to 50 minutes. The funding will allow Shorewood Public Library to circulate three Toniebox kits and 50 individual Tonies.

This funding proposal was outside of the annual grant the Friends awarded us, and we are grateful to them for their flexibility and support.

- 2026 FRIENDS OF THE SHOREWOOD PUBLIC LIBRARY GRANT

Pending research and input from library staff, the Friends of the Shorewood Public Library are still finalizing their 2026 grant to the library. The Friends will vote on the final grant amount in early August so we will be able to factor their support into the enhanced budget. A formal proposal will be presented at the September 10, 2025 Shorewood Public Library Board of Trustees meeting.

7. **Action: Fines and Charges Policy**

Since the last update in 2022, many things have changed including the elimination of Fines at the Shorewood Library.

MOTION: Trustee Gronert motioned to approve to the Library Fines and Charges Policy changes as presented. Motion seconded by Trustee Linnane Motion carried by a vote of 6 -0.

8. **Information: Personnel Committee Meeting**

Vice President Espera reported that at their meeting, the Personnel Committee discussed the vacant librarian position as well as a potential recognition for the work done by Assistant Director Weckwerth while Director Johnson was on maternity leave.

9. **Action: Vacant Librarian Position Role Modification**

First and foremost, this change is not meant to dismiss or deny the critical importance of equity, diversity, and inclusion (EDI). However, instead of one librarian taking the lead on EDI initiatives, all of our professional staff will have an EDI focus added to their job descriptions. The following statement will be added to all professional team members' position descriptions: Provide and support services focused on community-based equity, diversity, and inclusion (EDI) efforts in alignment with the Shorewood Public Library's Equity Commitment.

All of the librarians and professional staff support this plan.

In place of an Inclusive Services Librarian, Director Johnson proposes moving forward with a Teen Librarian to fill the vacant librarian position. The Teen and Youth Services Librarian will be a dedicated librarian to support teens and tweens, especially after school when the Teen Space is busy. They will develop and implement teen and tween programming, including bringing back the dormant Teen Advisory Board (TAB). The Teen and Youth Services Librarian will also focus on developing and maintaining the teen collection and building stronger relationships with the Shorewood School District.

The Teen Librarian will also support and collaborate with the Youth Services Librarian on collections, programming, and services. Below are some data points that illustrate how the Youth Services Librarian currently contributes to the overall success of the Shorewood Public Library.

Director Johnson noted that while discussing these changes with staff, the current Youth Services Librarian expressed interest in moving into the Teen Services Librarian position. The Director approved of this move, therefore the position that will be posted will be for the Youth Services Librarian. The position will first be posted internally.

MOTION: Trustee Espera motioned to recommend changing the vacant Inclusive Services Librarian position to the Teen Services Librarian. Motion seconded by Trustee Linnane. Motion carried by a vote of 6-0.

10. **INFORMATION: Trustee Essentials Handbook Chapter 21: Accessible Services**

11. **CLOSED SESSION:** Trustee Linnane motioned for the Library Board to adjourn into closed session under the provisions of sec. 19.85(1)(c), Stats., for the purpose of discussing employment, promotion, compensation, and performance evaluation of employees. Trustee Espera seconded and the motion passed by a vote of 6-0.

12. **Items for Future Consideration**

13. **Adjourn:** Meeting adjourned at 6:58 PM.

Recorded and submitted by Library Office Manager/Confidential Secretary Angela Andre on the 9th day of July, 2025