



**North Shore Library Board Agenda
Thursday, November 16, 2023
9:00 a.m.**

**Library Community Room and Zoom
Meeting is available in person and via Zoom**

Zoom Access

<https://us02web.zoom.us/j/89412422428?pwd=Z3BkMWhrb2NzVzB5a2htY3dxRVFoQT09>

Meeting ID: 894 1242 2428

Passcode: NSLNov16

Phone audio: 1 312 626 6799

Audio ONLY: 1 312 626 6799; Meeting ID: 894 1242 2428

1. Call to order and Roll Call

The meeting was called to order at 9:06 a.m. on Thursday, November 16, 2023.

Board Members Present

President: Zitzer (Excused)

Vice President: Warwick

Treasurer: Arteaga-Derenne

Secretary: Kabara

Librarian: Gould

Member: Anderson

Member: Grady

Member: Isaacson

Member: Lane

Member: Smanz

Seem

Attendees Present

Heidi Muehlhausen (NSL Head of Circulation Services)

Tammy Laborde (River Hills)

Amanda Caivano (Library)

Haley Samuelson (Library)

Robert Cronwell (Guest)

2. Public Comment

At this time, individuals can address the Library Board on any topic for a three minute time period per person, with extensions per the Library Board President's discretion. No action will be taken aside from the possible referral to committees and/or individuals.

Public Comment:

No public comments were shared.

THE NORTH SHORE LIBRARY BOARD RESERVES THE RIGHT TO TAKE "ACTION" ON ANY OF THE ITEMS LISTED BELOW:

3. CONSENT AGENDA:

Minutes: Library Board: 10.19.23

Library Board: 11.07.23

October 2023 Invoices

2023 YTD Financials

Kabara made a motion to approve the consent agenda. Second by Anderson

Discussion - None

Motion passes unanimously

UNFINISHED BUSINESS

4. Update Capital Campaign fundraising

Julie Cotter - Shared a presentation that is being used for donor meetings.

At this time the focus continues to be on major donors.

December 3 - Library Gathering

December 15 - Library Giving Day

5. Update from the Friends of the Library and the Library Foundation Foundation

Rhonda - Continued work with an attorney to obtain funds to be released from the Library Foundation for the library project

There is a recommendation for the Library Foundation to dissolve as part of this resolution.

Ensure donors are aware of the state of the Library Foundation.

Friends

Generated \$4,500.00 from the annual book sale.

We should double check the addresses of all community members for community mailings.

6. Update from Community Trustees

a. Bayside:

- No report

b. Fox Point:

- Anderson reported that Fox Point has an upcoming budget review.

c. Glendale:

- Warwick reported the capital budget approved, use of the ARPA funds connecting bike and pedestrian plans. I-43 construction continues, Bender Rd. is open and the southbound on ramp at Hampton is open.

d. River Hills:

- Tammy - approved operating budget was approved.

7. Update from Nicolet School District

- Kabara reported that school construction continues on track. Summer recreation planning has started with a possible partnership with St. Augustine Prep for space.

8. Director's Report

- Rhonda Gould reported that she completed the interview with the local radio station. Attended the state library conference. Programs are very robust this fall. Review of the library design webinar.

NEW BUSINESS

9. Discussion/Action: Unattended and Missing Child(ren) Policy

Table the discussion and action

10. Discussion/Action: 2024 Capital Projects Budget Resolution

Grady made a motion to approve the 2024 capital projects budget resolution. Second by Arteaga-Derenne

Discussion - Correct typos.

Motion passed unanimously

11. Discussion/Action: 2023 Capital Projects Budget Revision Resolution

Arteaga-Derenne made a motion to approve the 2023 capital projects budget revision resolution. Second by Kabara

Discussion - Capital budget is estimated high due to the promotional materials and building design.

Motion passed unanimously

12. Discussion/Action: 2024 Operating Budget Resolution

Anderson made a motion to approve the 2024 operating budget resolution. Second by Grady

Discussion - None

Motion passed unanimously

13. Discussion/Action: Budget Amendment Friends of the Library Square Funds

Rhonda - Friends generated funds from the book sale. Library is asking for a budget amendment for Friends donation.

Arteaga-Derenne made a motion to approve the budget amendment for the Friends of the library square funds resolution. Second by Grady

Discussion - None

Motion Passed Unanimously

14. Discussion/Action: 2024 Holiday Schedule

Rhonda - Presented the holiday schedule for 2024 as proposed.

Kabara made a motion to approve the 2024 holiday schedule resolution. Second by Grady

Discussion - Closed on Sundays. No anticipation of being open on Sunday based on the current budget.

Motion Passed Unanimously

FUTURE AGENDA ITEMS

Discussion about the closure on Sunday and the Unattended and Missing Child(ren) Policy

ADJOURNMENT until December 21, 2023 at 9:00 a.m

Motion to adjourn at 9:40 am made by Grady. Second by Arteaga-Derenne

Motion Passed Unanimously

cc: Library Board, Library Director, Library Staff, Library Bulletin Board, Library Website, Community Newspapers, Bayside, Fox Point, River Hills and Glendale City and Village Halls.

NOTE: Issues that require public input or for which citizens are present will receive priority on the agenda. If you require special services, please notify the library director in advance of the meeting.