

Round Lake Library Board of Trustees Meeting

June 10, 2025 7:00pm

Round Lake Community Room

Trustees Present: Sue Lesar, Rachel Garrison, Marlene Sweet, Nancy Theissen

Associate Trustees Present: Barbara Warn, Lorrie Anthony

Excused: Angela DeMeritt, Molly Stammel, Stacey Thayer, Rob Faivre, Jennifer Flannery

Absent:

Director: Jennifer Hurd

Public:

Special Guest:

Meeting Dates: Jan 14, Feb 11 (SALS report), Mar 11, Apr 8, May 13, June 10 (budget subcommittee), July 8, Aug 12 (approve budget), Sep 9 (Strategic Plan review), Oct 14, Nov 11, Dec 9 (Strategic Plan Review)

The meeting was called to order by Nancy Theissen at 7:09 pm.

Minutes: The minutes for the May 2025 meeting were reviewed. In error, Jennifer Flannery was listed as absent. She was present. A motion to approve the minutes of the 5/13/25 meeting with the noted correction was made by Rachel Garrison and seconded by Marlene Sweet. The minutes were unanimously approved. *Copy attached**

Directors Report: The Director's report for May 2025 was discussed. Highlights include: Increase in door counts and digital material circulation; registered 21 new cardholders; a program hosted by Kat Fitzpatrick and Karen Kaiser discussing their real-life experiences in Saigon during the years leading up to the fall of Saigon was well received with 30 people in attendance; in keeping with the computer replacement program 3 public and 3 staff computers with 5-year warranties were ordered; the children's non-fiction reorganization is moving along well. *Copy attached**

Library Statistics: Monthly reports for the library statistics were reviewed. Marlene Sweet asked about the number of printed magazines we receive. Jennifer Hurd stated that we get 5 and the remaining are digital. *Copy attached**

Budget/Quarterly Reports/Warrants: The Board reviewed the monthly reports for the library budget, as well as profit/loss, balance sheets, and warrants for May 2025. Sue Lesar noted that we seem right on target with percentages for both income and expenses. A motion to approve the financial documents through May 31, 2025 was made by Lorrie Anthony and seconded by Barbara Warn. The motion was unanimously approved. *Copy attached**

Strategic Plan Update: Jennifer Hurd, Rob Faivre, Barb Warn and Nancy Theissen met on May 28th to complete the draft. Rob Faivre volunteered to format the entire document, emailed it to the group to check, and made suggested edits. It was sent to the board prior to this meeting for their review. Lorrie Anthony asked about the areas that were addressed as a result of the community survey. A motion was made by Rachel Garrison to approve the 2025-2030 Strategic Plan. It was seconded by Sue Lesar and unanimously approved.

Staff Change: Jennifer Hurd announced that staff members Annika Nerf and Anna Burgholzer will be leaving during the month of July. They work 2 and 3 shifts respectively. Another staff member would like to pick up one of Anna's shifts, but there still will be 4 in total to be covered. Jennifer will ask if any current staff members would like additional shifts and she will advertise for whatever is needed.

July 4th Hours: July 4th falls on a Friday this year. The Malta Community Center will be closed on Saturday, July 5th. Jennifer Hurd asked the board to consider closing both libraries on that day as well. We agreed with her suggestion.

Budget Subcommittee: Last year a sub committee consisting of Marlene Sweet, Jennifer Hurd, Lorrie Anthony and Nancy Theissen met in late July to do preliminary work on the 2025 library budget. We used the regular August trustees meeting to work as an entire board to finalize the details. We decided to utilize the same plan for 2026.

Adjournment: Lorrie Anthony motioned to adjourn the meeting at 7:34 pm.