

Oscar Grady Library Board Meeting Minutes

May 13, 2025

Members Present: Joe Caban, Kay Goodwin, Hannah Hand, Mary Jo Hansen, Emily Laws, Sonia Lear, Michael McMahon, Laura Soldner, Marcella Wilde

Guests Present: Kevin Allebach, HGA Firm Representative; Andy Hebein, Village President; Dawn Wagner, Village Administrator; Jim Nowlen, Village Trustee; Julie Gallo, Library Staff

Absent: Wendy Smith, Brandon Donen

1) **Call to Order**

President S. Lear called the meeting of the Oscar Grady Library Board to order at 6:00PM. The Microsoft Teams connection was active.

2) **Statement of Public Notice**

The Statement of Public Notice was posted according to Wisconsin state statutes.

3) **Citizen Comments**

None.

4) **Approval of Minutes from Prior Meeting**

A motion was made, seconded, and passed to approve the minutes as written from April 8, 2025.

5) **Financial Report**

The April 2025 CSRF bills and General Fund Financial Reports were presented and reviewed with the Board by E. Laws. A motion was made, seconded, and passed to accept the April 2025 CSRF Balance Sheet Detail and the April 2025 General Fund Financial Reports as submitted.

6) **HGA Final Report**

K. Allebach presented HGA's final report, showing conceptual renderings of a new Oscar Grady Library as a new build. No action was required of the Board as the presentation was informational only. HGA's renderings and conclusions can be referenced in the coming years as the Board and Village consider the future of the Library.

7) **Community Room and Event Policy**

E. Laws reviewed the updated Meeting Room and Event Policy with the Board, highlighting specific updates that were made to the policy. A motion was made, seconded, and passed to approve the amended Community Room and Event Policy.

E. Laws reviewed with the Board the Friends of the Library Event Application, to be completed by the Friends group in order to reserve space for an upcoming event. A motion was made, seconded, and passed to approve the Friends of the Library Event Application.

8) Library Board Positions

E. Laws presented a listing of the Library Board of Trustees. New officer roles are as follows: Joe Caban – president, Kay Goodwin – vice president, Hannah Hand – secretary. New members of the Board are Brandon Ashley, Michael McMahon, and Laura Soldner. A motion was made, seconded, and passed to approve the Oscar Grady Library Board of Trustees as presented.

Thank you to Sonia Lear and Wendy Smith for your service to the Library Board.

9) Director's Report

a) *April & May Project Highlights*

- i) Marketing for the Summer Reading Program is in progress
- ii) Upgrading text, voice, and email notification software in partnership with Monarch Library System continues
- iii) IT system updates are being made in the Community Room
- iv) Film showing will be at the Library on May 31 – documentary titled *Free for All: The Public Library*

b) *June Project Highlights*

- i) June 9 is the kickoff for the Summer Reading Program, with many fun events planned
- ii) Various outreach programs continue, including collaboration with the Ozaukee Food Pantry, Milan Estates weekly and monthly book programs, and book subscription pick-up
- iii) Various Children's and Adult/Teens programs will be taking place throughout the summer

10) Communications

None.

11) Other Matters

K. Goodwin provided an update on the Friends of the Oscar Grady Library. The Friends of the Library book sale begins May 14, 2025, with bag sales on Friday May 16 and Saturday May 17.

12) Adjournment

A motion was made, seconded, and passed to adjourn the meeting at 6:40PM. The next meeting date will be Tuesday, July 8, 2025. The meeting will be in-person at the library and via Teams.

Minutes respectfully submitted by: H. Hand