

## Oscar Grady Library Board Meeting Minutes

July 8, 2025

**Members Present:** Joe Caban, Brandon Donen, Kay Goodwin, Hannah Hand, Mary Jo Hansen, Emily Laws, Laura Soldner, Marcella Wilde

**Guests Present:** None

**Absent:** Michael McMahon

**1) Call to Order**

President J. Caban called the meeting of the Oscar Grady Library Board to order at 6:01PM. 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 May 13, 2025.

**5) Financial Report**

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

**6) FOGL Event Application**

E. Laws reviewed the event application submitted by the Friends of the Oscar Grady Library for a murder mystery fundraiser. The event will be a theatrical play led by a professional murder mystery writer, with hors d'oeuvres and beverages provided. A motion was made, seconded, and passed to approve the Friends of the Library event application for the September 27, 2025, Murder Mystery fundraiser.

**7) 2025 County Library Service Appropriation Request**

E. Laws reviewed with the Board the 2025 County Library Service Appropriation Request for non-librarians from Ozaukee County. Because the Town and the Village of Grafton are no longer a joint library as of June 12, 2025, adjustments were made to the allocation of loan data. This data is used to determine how much the County will reimburse libraries for services in 2026 and therefore resulted in an increased circulation reimbursement for the Oscar Grady Library for 2026.

**8) Director's Report**

a) *May & June Project Highlights*

- i) Monarch IT fees will be increasing annually due to two new access points and two new switches
- ii) Upgrades to text, voice, and email notification software in partnership with Monarch Library System has been completed
- iii) Upgrades to the Community Room IT including access points and electrical has been completed

iv) Three hotspots were added to the Library of Things collection

b) *July and August*

- i) A group of Library staff and patrons marched in the Saukville 4th of July Parade
- ii) E. Laws joined the Monarch Joint County Library Planning Workgroup, and will be presenting to Sheboygan-Ozaukee Planning Committee
- iii) Fan installation in the library will be taking place July 24-25
- iv) Maker Faire scheduled for Saturday, August 16 for children to sell handmade goods

**9) Communications**

E. Laws noted that a researcher from the University of Las Vegas contacted the library, looking for an audio recording of a specific artist; the library was not able to provide the recording as it has not been digitized yet.

**10) Other Matters**

K. Goodwin provided an update on the Friends of the Oscar Grady Library. The group is looking forward to the fundraiser on September 27, 2025.

**11) Adjournment**

A motion was made, seconded, and passed to adjourn the meeting at 6:36PM. The next meeting date will be Tuesday, September 9, 2025. The meeting will be in-person at the library and via Teams.

**Minutes respectfully submitted by:** H. Hand