

**Sturm Memorial Library  
Board of Trustees Meeting  
September 13, 2022**

The meeting was called to order at 5:30 pm by Acting President Dr. Melanie Oppor.

**Roll Call-** members present: John Mann, Jessica Rosenow, Dr. Melanie Oppor, Coleen Phelan, and Library Director Ellen Connor. Jeremy Bennett joining via zoom. Alice Brown and Karen Hoffmann excused.

**Visitors-** none

**Approval of Agenda-** Motion by Phelan/ Rosenow to approve the agenda. Motion carried.

**Approval of August 2022 minutes -** Motion by Rosenow/ Bennett to approve the August trustee meeting minutes. Motion carried. Motion by Bennett/ Phelan to approve the August Policy Committee minutes. Motion carried.

**Audience to Visitors-** none

**Director Report-** Reviewed.

**Committee Reports-**

1. Report of Building Committee
  - a. HVAC Fence is replaced and it looks beautiful.
  - b. Deb Hoffmann Memorial Garden concrete is installed.  
Lawncare and drip line discussed including rerouting the gutter to avoid flooding in this area.
  
2. Finance & Personnel
  - a. No news on the 2023 budget
  - b. SCLS reports reviewed.
  
3. Policy Committee
  - a. Motion by Rosenow/ Mann to approve the policy revisions and additions as presented. Motion carried.
  - b. The Policy Committee will schedule a personnel Policy Review after the meeting.

**Communications-** Sturm Memorial Library received a thankyou note from Mayor Fraizer and \$25 from the Waupaca County Master Gardeners.

**Unfinished Business-**

1. The Veterans Roster Board will find its new home at City Hall.
2. Four people are needed for the WiLS Strategic Planning Committee. This will include Director Ellen Connor.

**New Business-**

1. Director evaluation forms were distributed and are to be returned at the October meeting.
2. Discussed adding hotspots available for checkout with the laptops.
3. Manhattan International Shorts Film Festival will be held September 22nd, 23rd, 27th, and 29th. Chair Yoga will be held Thursday mornings in October. Storytime will be beginning again every other Tuesday in October. The Sturm Memorial Library will host the balloon twisting professionals for The Fall Festival again.

**Approval of Bills-** Motion made by Rosenow/ Mann to approve the General Bills of \$1,788.29, Capital Expenditures of \$1,741.71, and the Donations Account Expenditures of \$1,033.17. Motion carried.

**Next Meeting- October 11, 2022 @ 5:30PM**

**Adjournment-** Motion by Rosenow/ Bennett to adjourn at 6:57 pm. Motion carried

Respectfully submitted:  
Coleen Phelan, secretary