

## **Spring Green Library Board Meeting**

**Monday, July 7, 2025**

**Present:** Ed Lilla, Joy Kirkpatrick, Jeannie McCarville, Chris Ferguson

**Absent:** Dede Holverson, Linda Kettner, Jordan Lagerman

**Library Staff:** Emily Whitmore (director), Bridget Roberts

1. **Call to Order:** The meeting was called to order by Ed Lilla at 5:40 PM in compliance with the Wisconsin Open Meeting Law.
2. **Review and Adopt Agenda:** Joy Kirkpatrick moved to adopt the agenda, seconded by Chris Ferguson. Motion carried.
3. **Consent Agenda:** All matters under this item are considered to be routine and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, the item will be removed from the consent agenda and will be considered separately.
  - a. Review and approve minutes of June meeting
  - b. Approval of Treasurer's Report
  - c. Approval of Financial Report
  - d. Approval of BillsJoy Kirkpatrick moved to approve the consent agenda, seconded by Chris Ferguson. Motion carried.
4. **Director's Report:** Joan Kilian-Ikeler will start as a new Library Assistant beginning July 8. Emily will be on a shortened schedule for the next two weeks due to visiting family. If Emily is not available, library staff may reach out to Jordan or Joy with any questions. The summer reading program is off to a busy start.
5. **Friends Update:** The village wide garage sale is Thursday, July 10<sup>th</sup> through Saturday, July 12<sup>th</sup>.
6. **Unfinished Business – Discussion and possible action on the following:**
  - a. **Library Improvements**
    - i. **Exterior Landscaping Update:** Received a quote from Jessica Tripalin for \$3,956.25. Discussion about a possible timeline for the entire project with an estimated total cost of about \$13,000. No action taken.
    - ii. **Capital Project Update:** Ed spoke with Jerry from ASAP Heating and Cooling. The estimated life of new units is about 20 years. Also discussed

options for getting rid of the low evergreens that grow in front of the existing units and installing a screen. Emily shared that she has been speaking with several libraries about their approach to capital projects. Many of them used space needs assessments to determine the direction of their buildings. SCLS can help with a free special needs assessment, but it will not take place until the end of this year. No action taken.

- iii. **Possible Water Fountain Project:** There is a State of Wisconsin contract for Plumbing with Grainger that would allow the library to purchase items from their catalog at a 20% discount off the listed price. Jeannie will talk to Matt Erdman to receive input on which model may be most appropriate for the library's needs.

- b. **Final Look and Vote on 2026 Budget:** Emily adjusted the SCLS fees and updated the continuing education and programming lines. Chris Ferguson moved to approve the budget. Seconded by Joy Kirkpatrick. Motion carried.

**7. New Business – Discussion and possible action on the following:**

- a. **Review of Spring Green Community Library Board's Financial Plan:** Reviewed and updated account information to reflect the board's investments into the Foundation and SCLS accounts.

- 8. **General Public Comment:** Bridget likes the updates that have been made to the library but suggested that a separate kids area with storage be considered in future planning.

**9. Confirm date of next meeting – Monday, August 11, 2025, at 5:00 PM**

- 10. **Adjourn:** Joy Kirkpatrick moved to adjourn the meeting, seconded by Chris Ferguson. Motion carried.

**Jeannie McCarville**