

APPROVED March 23, 2026

ELM GROVE PUBLIC LIBRARY BOARD OF TRUSTEES

February 16, 2026

1. Call to Order

The meeting was called to order at 4:35 pm. Board members present were: Jennifer Morris, Laurie Leahy, John Alexander, Tom Castile, Kristin Olson, Patty Kujawa. Excused: Karen Steen. Also present: Sue Daniels, library director.

2. Approval of Agenda

Upon a motion made by Patty Kujawa and seconded by John Alexander, the agenda was approved with a change in the order of items to facilitate Kristin Olson's schedule. A motion to make a second change in the order of items was made by Patty Kujawa and seconded by Kristin Olson. Both motions and the agenda were approved. *(These minutes are taken in the order in which they were revised.)*

3. Minutes of the January 19, 2026 meeting

Upon a motion made by Patty Kujawa and seconded by Kristin Olson, the minutes from the January 19, 2026 meeting were approved.

4. Confirm Future Meeting Dates in the Village Hall—Parkview Room

March 16, 2026 at 5pm

April 20, 2026 at 5pm

May 18, 2026 at 5pm

5. Director's Report

a. Gifts

- i. A gift in the amount of \$163.00 was received from the Elm Grove Women's Club.
- ii. Memorial donations for Jacqueline Hinkle were made by James and Donna Pellegrini in the amount of \$100.00, by Peter and Jennifer Schweinert in the amount of \$75.00 and by Carol Pritzlaff in the amount of \$50.00.

On a motion made by Kristin Olson and seconded by John Alexander, the board voted to accept these gifts.

- b. Library statistics, staff activity, adult programming and other news as noted in the monthly report.
- c. Youth Report—statistics, staff activity, youth programming as noted in the monthly report.
- d. Project Updates:
A new Youth Services Librarian has been hired. Olivia Raasch will join the Elm Grove Library team on February 25, 2026.

6. New Business

- a. The Waukesha County Board Chair has appointed a Library Planning Committee to update the County Library Services Plan 2027-2031. One step in the approval of the proposed updated Waukesha County Library Plan requires endorsement by the individual Library Boards of the Waukesha County Library Standards. Jennifer Morris facilitated a lengthy discussion on the proposed plan and changes in the library standards. Upon the motion made by Tom Castile and seconded by Patty Kujawa, the board voted to not endorse the proposed standards.
- b. Library Annual Report: 2025 Certification: After reviewing the report, completed by library director Sue Daniels, a motion was made by Patty Kujawa and seconded by John Alexander, the board voted to approve the Library Annual Report.

7. Hearing of the Public: FOEGL president Kayte Parkin reported there are currently 150 active members. Upcoming is the recruitment of candidates for board members including secretary and treasurer. The annual Book Sale is scheduled for March 5-8.

8. Old Business

Change in meeting dates: A change in library board meeting dates was considered to ease scheduling issues. Upon further discussion of library director Sue Daniels with Village staff, no changes are recommended

9. Treasurer's Report

- a. O.B. accounts payable February 2026: \$5531.56
On a motion made by John Alexander and seconded by Tom Castile, the board approved the expenditure of the amount noted above.
- b. LGIP4 gift fund accounts payable February 2026: No activity.
- c. FOEGL gift fund accounts payable February 2026: \$437.95.
On a motion made by John Alexander and seconded by Laurie Leahy, the board approved the expenditure of the amount noted above.

d. Government grant fund accounts payable February 2026: \$0.

e. Status of Accounts

The following Gift Fund Account Balances as of February 2026:

- i. LGIP-4 = \$19,716.27
- ii. FOEGL = \$48,995.72
- iii. Total LGIP-4 = \$68,711.99
- iv. LGIP-10 = \$5,092.53
- v. Overall Gift Fund Total = \$73,804.52

10. Adjournment

On a motion made by John Alexander and seconded by Tom Castile, the board adjourned the meeting at 6 pm.

Respectfully Submitted by:

Laurie Leahy

Acting Secretary