

**Bridges Library System Board Meeting Minutes**  
**August 21, 2024**  
**Johnson Creek Public Library**

**PRESENT:** In person: Art Biermeier, Betsy Forrest, Nancy Wilhelm, Jim Heinrich, Jean Yeomans, Linda Ager, Robert Kraus, Larry Nelson

*Via Zoom:* Amanda Golson

**EXCUSED:** Diane Knutson, Amy Reichert

**OTHERS:** In person: Karol Kennedy, Bridges Library System Director; Mellanie Mercier, Bridges Library System Automation Coordinator; Angela Meyers, Brides Library System Youth & Inclusive Services Coordinator; Nicole Purifoy, Bridges Library System Executive Assistant; Jodi Kessel Szpiszar, Johnson Creek Public Library Director and APL Representative; Gerard Saylor, L.D. Fargo Public Library Director

*Via Zoom:* Bruce Gay, Waukesha Public Library Executive Director and Resource Library Representative; Joshua Selje, Waukesha County Financial Analyst; Marisa Schlichting, Waukesha County Accounting Services Manager

**Call to order:** Linda Ager, Board President, called the meeting to order at 4:02 PM.

Introductions were completed after the call to order.

**Comments from the Public:** None

A Biermeier/Kraus motion to amend the Agenda as presented, to address item #5 before addressing item #4, passed unanimously.

**Bridges Library System 2023 Audit/Annual Comprehensive Financial Report (ACFR):** A Yeomans/Forrest motion to accept the Bridges Library System 2023 Audit/Annual Comprehensive Financial Report as presented passed unanimously.

**Correspondence:** A letter received from the Town of Merton, via Axley Attorneys, regarding minimum library funding requirements to exempt from the county library levy and monies the Town believed to be held by the Bridges Library System Board and owed to the Town of Merton.

**Meeting Minutes:** A Biermeier/Wilhelm motion to approve the minutes of the July 17, 2024, meeting as presented passed unanimously.

**ACTION ON THE BILLS REPORT**

*Bills Reports:* A Heinrich/Biermeier motion to approve the August 2024 monthly invoices as presented passed unanimously.

*Financial Reports:* A Heinrich/Forrest motion to approve the July 2024 financial reports for funds 210 and 215 as presented passed unanimously.

## **REPORTS**

*Director:* Karol gave a brief recap of the Trustee Training Week events which had been held so far and an overview of those events still to come. Karol also reported that exemption notifications had been sent out to Waukesha County municipalities with a library.

*APL:* Jodi reported that the last APL meeting involved discussion regarding the Multi Factor Authentication requirements which will soon be in effect for some libraries and municipalities. Insurance requirements for Friends of the Library groups were also discussed, along with Minimum to Exempt requirements.

*Resource Library:* Bruce reported on the Waukesha Public Library Summer Reading Programs. Bruce also noted that the Waukesha Public Library was now fully staffed and gave a short overview of the 2024 Waukesha Reads book.

**Personnel Committee Appointments:** Linda Ager recommended that she, along with Jean Yeomans, Larry Nelson, Betsy Forrest, Art Biermeier and Nancy Wilhem, be appointed to the Bridges Personnel Committee for 2024.

**Hearing Loop Purchase:** A Nelson/Wilhelm motion to approve the Hearing Loop purchase as presented passed unanimously.

**Library Memory Project Family Day 2024 Presenter Agreement:** A Biermeier/Kraus motion to approve the contract for presenter, Tony Linz, as presented passed unanimously.

**Fiscal Agent Agreement between Bridges Library System and Waukesha County:** A Heinrich/Forrest motion to approve the Fiscal Agent Agreement between Bridges Library System and Waukesha County as presented passed unanimously.

**Prairie Lakes/Bridges Library System 2025 Memorandum of Understanding Amendment:** A Yeomans/Wilhem motion to approve the Prairie Lakes/Bridges Library System 2025 Memorandum of Understanding Amendment as presented passed unanimously.

**Discovery Layer Contract:** The Discovery Layer Contract was not presented and will be discussed at a later meeting date.

**Authority Control Project Contract Amendment:** A Biermeier/Heinrich motion to approve the Authority Control Project Contract Amendment as presented passed unanimously.

**Additional MRA Continuing Education On-Demand Options for SEWI Partners:** A Wilhelm/Forrest motion to approve the additional MRA Continuing Education On-Demand Options for SEWI Partners as presented passed unanimously.

**System Director 2024 Goal Status Report:** Karol gave a recap of and status update as to her 2024 System Director goals.

*Next Meeting:* September 18, 2024 at 4:00 p.m. at Mukwonago Community Library.

At 5:27 PM a Wilhelm/Kraus motion to adjourn passed unanimously.

*Minutes prepared by:  
Nicole Purifoy  
Executive Assistant*