

**CITY OF CEDARBURG
LIBRARY BOARD
MAY 13, 2025**

**LIB20250513-1
UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin, was held Tuesday, May 13, 2025, 7:00 p.m. in the Community Room, located inside the Cedarburg Public Library, W63 N589 Hanover Avenue.

The meeting was called to order by President Michael Maher at 7:06 p.m.

ROLL CALL: Present – Michael Maher, DeWayna Cherrington, Joycelyn Russo,
Superintendent Jeridon Clark, Meghan O’Driscoll

Excused – Cassandra Bartelme, Council Member Melissa Bitter

Also Present - Library Director Linda Eastwood

STATEMENT OF PUBLIC NOTICE

It was acknowledged that the agenda for this meeting was distributed and posted in compliance with the Wisconsin Open Meetings Law.

ELECTION OF PRESIDENT, VICE PRESIDENT, AND SECRETARY

Motion made by DeWayna Cherrington, seconded by Jeridon Clark, to elect Michael Maher to President, Joycelyn Russo to Vice President, and Cassandra Bartelme to Secretary of the Cedarburg Library Board. Motion carried without a negative vote with Cassandra Bartelme and Melissa Bitter excused.

COMMENTS & SUGGESTIONS FROM CITIZENS – None

APPROVAL OF MINUTES

Motion made by Jeridon Clark, seconded by DeWayna Cherrington, to approve the April 8, 2025 Library Board minutes. Motion carried without a negative vote with Cassandra Bartelme and Melissa Bitter excused.

APPROVAL OF BILLS AND FINANCIAL STATEMENTS

The County has finally reimbursed the library the approximately \$261,000 remaining from the total \$289,557 the library was due. Donations to the library are robust and now total \$16,755, already exceeding the budgeted amount by \$1,755. Investments continue to do well with a YTD balance of \$4,444.94. Rent of the Community Room is on track to meet the budgeted amount of \$500.

Salaries and wages remain in flux as one of the two staff members on FMLA has resigned. The current Fund Balance is \$113,303.24.

Motion made by DeWayna Cherrington, seconded by Meghan O'Driscoll, to approve the April 2025 Bills and Financials. Motion carried without a negative vote with Kassandra Bartelme and Melissa Bitter excused.

REPORTS

Director's Report

Heidi Griffin is the new Head of Youth Services following an internal posting for the position after the previous Head chose not to return after FMLA leave. This is a promotion for Ms. Griffin who has been a library employee for five years. She has a degree in Early Childhood Education. Patrick Herbst is the new library intern volunteer. He is currently working toward an MLIS degree.

Regarding the 2025 Goals, Director Eastwood is focusing her efforts on the day-to-day operation of the library as well as gearing up for the Summer Reading Program. At the same time, she is working toward goals related to facilities management by hiring Elegant Estates (out of three vendors contacted) to do power washing and paint touch ups. Schaefer Power is working on conversion to LED lights, a process delayed by difficulty obtaining parts.

There is nothing of note to report from the Monarch Library System Directors Council meeting held May 8 in Sheboygan.

The Cedarburg Friends of the Library fundraiser at Handen Distillery was held May 8. The total amount raised is yet to be determined. The Cribbage Tournament at the American Legion was a huge success. Opportunities to learn cribbage are ongoing at the library. CFOL's July fundraiser will take place at Out & Out, around the same time as the used book sale on July 7. An Eagles tribute band is tentatively scheduled to perform January 26, 2026 at the Cultural Center as a fundraiser.

Cedarburg Reads has announced their 2025 author as Nick Petrie, a resident of Milwaukee County and author of the popular Peter Ash thriller series. The focus will be on Petrie's first novel *The Drifter*, which is full of local references.

Director Eastwood will be traveling to Peru May 17-31 for the Rotary Friendship Exchange. Asst. Director Sigismondi will be in charge in her absence. In late June Director Eastwood will be attending the ALA conference in Philadelphia.

Assistant Director Sigismondi's report includes numerous building and technology updates. The exterior windows are scheduled to be cleaned on June 20. Lights over the new book and holds area of the library will be converted to LEDs by Schaefer Power on May 20. Edelman will be undertaking carpet and furniture cleaning on Saturday, June 27. Milwaukee Plate Glass will repair the door to the Community Room. The VEGA online catalog is being fine-tuned to display which requested items are owned by the Cedarburg Public Library vs. other libraries in the Monarch System. Large Format printing costs continue to rise so use charges will need to be adjusted.

Adult Services and Community Outreach Librarian Sarah Kelly submitted her reflections on the WAPL Conference she attended at the end of April. Gemma is doing a fantastic job at marketing. Event attendance and circulation are both up.

The Summer Reading Program theme this year is Level Up at Your Library. It begins June 1 and will run through July 31. There will be a kickoff in the park organized by the city's Parks and Rec Department. The SRP will be a large focus of the summer Library Links brochure.

School Report

The school library team met for the last time this school year (2024-2025). Common school funds are being used to update the VR labs and to purchase the first quarter of Amplify, a digital citizenship program. School library staff reviewed proper procedures for shutting down the libraries for the summer.

ADJORNMENT

Motion made by DeWayna Cherrington, seconded by Jeridon Clark, to adjourn the meeting at 7:59 p.m. Motion carried without a negative vote with Cassandra Bartelme and Melissa Bitter excused.

Joycelyn Russo
CPL Board Vice President