



# Library Board Meeting Minutes

Tuesday, October 15, 2024 at 5:00 PM

Columbus Public Library - 223 W. James Street

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## Call to Order

Pete Kaland called the meeting to order at 5:00 p.m.

## Roll Call, Introduction of Visitors, Public Input

Pete Kaland, Amanda Wakeman, Nora Vieau, Jim Schieble, Sue Salter, Trina Reid, Shirley Berkley, Merry Anderson

Absent: Dana Pike, Deb Haeffner

## Approval of Agenda

Due to another commitment, it was agreed to reverse the Agenda order and address Unfinished Business first. Jim moved and Nora seconded a motion to approve the Agenda. Motion carried.

## Approval of Minutes

Shirley moved and Nora seconded a motion to approve the Minutes. Motion carried.

1. September 17, 2024 Library Board Meeting Minutes

## Reports

2. Financial Secretary's Report

CPL received a 1,000 donation from Dr. Rolf Poser. SCLS Foundation account continues to appreciate, up \$5,680.18 from last month. CDAR1 rolled over 8/29/24 at 5.20%.

3. Bills- \$6,737.36

Bills of \$6,737.36 submitted. Jim moved and Shirley seconded a motion to approve the bills. Motion carried.

4. Budget Comparison

Through September 74.18% of budget has been spent.

5. Library Director's Report

: Sue Mathwich received an SCLS Foundation Award at the Waunakee Public Library on October

3. Pete Kaland, Shirley Berkley, Sue Salter, Merry Anderson, and Amanda Wakeman attended the event.

CPL was awarded a \$4,000 grant from the Columbus Area Endowment to make the circulation desk more accessible and to replace the top. See Unfinished Business.

Nathan Barnes of the Columbus Fire Department presented storytime to celebrate Fire Prevention Week.

CPL participated in the Columbus Beautification Committee fundraiser “Spruce Up the Cans.” CPL purchased the right to decorate a refuse can. Heather did a magnificent job painting “our” can, which will be displayed in a Columbus park.

#### Upcoming Programs:

10/20-CPL taking part in Columbus PTO Trunk or Treat  
10/23-STEAM: States of Matter with Butter with Royal Guernsey Creamery  
10/24-Creepy Classic Movie: “The Ghost and Mrs. Muir”  
10/27-CPL taking part in Fire Station Trick-or-Treat event  
11/5-Adult Trivia Night  
12/8-CPL will participate in annual Christmas train event  
January-Winter reading program “Once Upon a Snowy Day”

#### Meetings:

9/20-Columbia County Library Board and Directors met in Pardeeville. Wyocena and Pardeeville will now be a joint library with two buildings, one director and one budget.  
9/25-Amanda and the Directors from Rio and Portage presented the 2025 County budget to the Columbia County Finance Committee. The budget was approved unanimously at 73%.  
10/24-SCLS Foundation Board meeting at SCLS headquarters in Madison.

Buildings: The ballast burned out on a downstairs office light. S&S Electric installed a new LED fixture as part of replacing all fixtures with LED.

#### 6. Library Director Goals

Met with city departments and community groups to discuss collaborating on city events to make them as successful as possible. Will meet quarterly.

Met with Building & Grounds committee to go over plans for bathroom remodel to make it more accessible. See Committee Reports.

Installation of crosswalk lights on indefinite hold.

#### 7. President's Report

None

#### **Friends of the Library**

Sales slow currently. FOL participated in Culver’s benefit on 10/14 and will participate in the fall wine walk on 11/30.

#### **Literacy Council**

The new white board and markers are available in the Annex for everyone’s use. A memorial gift was used for purchase

#### **Correspondence**

None

## **Committee Reports**

### **8. Personnel Committee**

DNM

### **9. Buildings and Grounds Committee**

For the remodeling project to make the bathroom, the only bathroom in the Library, ADA compliant, Deb recommended making a single stall family restroom. Doors will lock. J. Bisbee quoted \$15,200. The upgrade will be funded with a \$10,000 grant from ALA plus budget funds. Shirley moved and Jim seconded a motion to approve. Motion carried.

In view of the Columbus Area Endowment rejection of the FOL request for a grant to redo the Annex ramp, Board discussed options including possibly having a high school trades class do the work, looking into possible county or other funds, and researching alternative construction materials. Amanda will get additional information and quotes.

## **Unfinished Business**

### **10. Consider and take action on amending the annex lease agreement**

A person with a pet photography business expressed interest in leasing the open studio space. Board discussed possible liabilities due to animal allergies and control. Current lease prohibits animals but may need to be amended to clarify use of space. Jim moved and Sue seconded a motion to deny with regret the request. Motion carried.

### **11. Columbus Area Endowment Grant**

The Grant for the circulation desk upgrade was based on using a local vendor. Amanda searched for a local vendor and reported to the CAE regarding the inability to comply with this restriction. It was waived and a quote of \$5,810 was submitted by a vendor from Cambria. Budget funds will make up the shortfall. Jim moved and Shirley seconded a motion to approve the quote and project. Motion carried.

### **12. Library Bathroom Remodeling Project**

see minutes under Buildings and Grounds Committee

## **New Business**

None

## **Adjourn**

Jim moved and Shirley seconded a motion to adjourn. Motion carried. Meeting adjourned at 5:50 p.m..

Next scheduled board meeting—October 15, at 5:00 p.m.