

Brewer Public Library  
325 North Central Avenue  
Richland Center, WI 53581  
608 647-6444

**Brewer Public Library Board Meeting Minutes**  
**September 16, 2024**

**Present:** Karin Tepley, Blossom Wright, Lisa Rewald, Robert Brookens, Shari Johnson, Dave Turk

**Also Present:** Director Stacy Pilla

**Absent:** Joy Leineweber, Jim Korb and Candace Fagerlind

1. Meeting was called to order at 5:00 pm by President Tepley. A quorum was present.
2. Director Pilla indicated that the meeting was properly posted.
3. **Approval of Agenda:** Motion by Wright, seconded by Johnson, to approve the agenda. Motion carried.
4. **Approval of the Minutes:** Motion by Brookens, seconded by Wright, to approve the minutes from the August meeting.
5. **Treasurer's Report:** Motion by Johnson, seconded by Brookens, to approve the Treasurer's report. Roll call vote. Motion carried.
6. **Director Report:**
  - Circulation for August was 4,155. 2,057 adult materials, 200 YA material, 1,898 juvenile material and A/V was 823. Wiscat circulation was 66 borrowed items and 108 lent items. Computer usage=773 desktop log-ins (539 patron log-ins and 234 guest log-ins) and 688 wireless log-ins. 640 pages printed for a total of \$200.80.
  - There were 6 adult programs with 21 attendees and 1 juvenile program with 30 attendees.
  - Repair/replacement of north lower level furnace remains in progress pending arrangements with the city.
  - Candace Fagerlind has resigned from the Library Board, effective 9/05/24 due to relocating.
  - The UPS access point came to an end on August 30<sup>th</sup>. The outdoor drop-box is still in place and well-utilized. Staff have been helping customers identify UPS locations in the surrounding area for larger packages.
  - Brewer Library and SWLS continue to team with CESA3 in developing the LIFT pilot program in Richland County. LIFT will focus on advancing early reading skill development for children in the SW Wisconsin area by utilizing the 1000 Books Before Kindergarten program and correlating materials, including an app and reading tracking booklets, as well as facilitating connections between the library, parents and area daycares. The team is currently seeking funding for the purchase of the app and booklets. CESA3 will be the fiscal agent.

- The library offered a reading challenge in cooperation with the Richland County Fair in which kids could earn ride tickets for reading. 104 children participated.
- Stacey is currently working on the 2025 budget. This will be discussed at the October Board meeting.

Motion by Wright, seconded by Rewald, to approve the Library Director's report.

Motion carried.

### **Discussion and Action Items**

**7. Review of updated Social Media Policy :** An updated version of the policy was discussed. The City policy will also be linked to the Library's policy. Motion by Tepley, seconded by Turk, to approve said policy with corrections (comments will be archived and that the media sites are not monitored 24/7/365). Motion carried.

**8. Richland County History Room:** Crystal will semi-retire in November. Several parties have expressed interest in the position. Stacy would like to pursue partnering with the local Historic Preservation group, explore storage options for all of the historic items currently housed by the library and discuss the City's responsibility for the History Room. Motion by Wright, seconded by Brookens, to have Stacey added as a signer on the History Room checking account. Motion carried.

**9. MOU for Building Maintenance:** Referencing the Finance policy and State statutes, it has been determined that if a repair is \$3,000 or under, it will be repaired using library budgeted funds under the Maintenance line item. Over that amount, it will be considered, under our budgeted funds, under Capital Outlay and put forth through the City. The city can't refuse typical repairs.

**10. Approval of the Bills:** Motion by Johnson, seconded by Brookens, to approve the monthly bills. Roll call vote. All were in favor. Motion carried.

**10. Friends of the Library and the Foundation report:** Both groups will meet this week to discuss the 50<sup>th</sup> Anniversary celebration in October.

**11. City Council report:** Karin Tepley reported that Mike Windell will continue as City Attorney. The apartments behind the Dairy O are coming down and 2 duplexes will be built on the site. A policy dealing with the Industrial Park is being discussed.

**12. County Board report:** Dave Turk reported that the Campus property assessment was not great. The projected budget looks good. There was a data breach and many County residents have been impacted.

**13. School District report:** Governor Evers visited and toured our local schools. The School District has more students enrolled than expected.

**12. Adjournment:** Motion by Wright, seconded by Tepley, to adjourn. Motion carried. The next meeting is October 21, 2024 at 5pm.

Minutes recorded by Lisa Rewald.