

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

**Brewer Public Library Board Meeting Minutes
November 20, 2023**

Present: Karin Tepley, Blossom Wright, Lisa Rewald, Linda Gentes, Jim Korb, Candace Fagerlind

Present: Stacy Pilla

Absent: Joy Leineweber, Dave Turk, Sherri Johnson

1. Meeting was called to order at 4:30 pm by President Tepley. A quorum was present.
2. President Tepley indicated that the meeting was properly posted.
3. Motion by Fagerlind, seconded by Wright, to approve the agenda. Motion carried
4. Motion by Gentes, seconded by Korb to approve the meeting minutes of the October 16 and November 9 meetings. Motion carried
5. Motion by Tepley, seconded by Rewald, to approve the monthly bills. Roll call vote. All were in favor. Motion carried.

Treasurer's Report

Beginning balance was \$293,816.82. Revenue (including interest) was \$2,266.65. Expenditures were \$33,745.92 (there were three payrolls). Ending balance was \$262,337.55.

Motion by Wright, seconded by Fagerlind, to approve the Treasurer's report.
Motion carried.

Director's Report

Circulation: 1,434 adult books, 130 young adult books, 1,465 juvenile books were checked out for a total of 3,650. 621 A/V materials. Wiscat was 109 loaned and 78 borrowed. There were 541 pages printed (\$129).

No adult programs. 6 Juvenile programs with 392 attendees.

-The library's Facebook page in October reached 1,787, had 695 visits, 17 new likes and follows. There were 12 total posts for the month. Total page likes was 1,538. There have been positive comments.

-The proposed library budget was presented and approved by the Finance and Budget Committee.

-The Director attended the WLA conference in Middleton on October 25

-Mary Nee cleaned out the library plant beds for the winter and made suggestions for completing the project in the spring. The board will discuss in March.

-Unusual motor noises have been noticed in some of the destratification fans downstairs. Strang informed us that this is an issue known to the manufacturer and the fans in question have been replaced at no cost.

-Staff have been cleaning out and organizing the front entrance and staff work areas to improve appearance and function of these spaces.

- A new microwave was purchased for the break room.
- The Circulation Services position and LTE Library Assistant position have been filled. Operations at the main desk are running smoothly. Applicants for the part-time Library Assistant position are being reviewed. The Programming Coordinator position remains posted with a couple of applications received.
- Spencer Reed with Buildings and Grounds informed the Director of the city's plan to address the cosmetic repair of the columns and the city contacted Klingaman's for furnace cleaning, which was completed on 11/16.
- Historian, Crystal Foley announced plans to semi-retire as of November 2024. She plans to travel in the winter but would like to work in summer.
- There was an apparent overnight stay by a patron on October 16/17.

Discussion and Action

6. **TC Networks Security Cameras quote:** TC Networks provided a quote for \$22,741.19 for interior and exterior cameras. There was a discussion as to how much access the police department would have to the installed cameras. Can we change the access at will or do we need to have TC Networks change the settings if needed? The Director also mentioned that there has been some smoking on the third floor. We will get a price on the detectors for this area. Motion by Tepley, seconded by Fagerlind, to accept TC Networks bid subject to permissions and add-ons and not to exceed \$30,000. Roll call vote. All were in favor. Motion carried.
7. **Possible change in day/time of Library Board Meeting:** After polling all Board members, it was determined that the third Monday of the month at 5:00 pm works best.

Friends of the Library and the Foundation Report: The FOL and the Foundation are continuing to have joint meetings. We haven't decided if each group will keep separate accounts or not. The groups are looking for ways to increase membership in the FOL and fund raise.

City and County Board member reports: Tepley reported that at a City Council meeting, Candace Pesch discussed the assessment of the Campus buildings on November 30. Gentes reported that the County passed their budget and that the Campus is still being governed by UW-Platteville.

8. **Adjournment:** Motion by Fagerlind, seconded by Wright, to adjourn. Motion carried. Date of next meeting is December 18 at 5pm.

Minutes recorded by Lisa Rewald