

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

Brewer Public Library Board Meeting Minutes

July 15, 2024

Present: Karin Tepley, Jim Korb, Dave Turk, Candace Fagerlind, Shari Johnson, Joy Leineweber* (*virtual)

Also Present: Library Director Stacy Pilla, Buildings & Grounds Lead Spencer Reed

Absent: Lisa Rewald, Blossom Wright, Robert Brookens

1. Meeting was called to order at 5:00pm by President Tepley. A quorum was present.
2. Director Pilla indicated that the meeting was properly posted.
3. **Approval of Agenda:** Motion by Korb, second by Fagerlind, to approve the agenda. Motion carried.
4. **Facility Maintenance Update:** Spencer Reed provided an update on current library building maintenance issues, including an estimate for repair/replacement options of the lower level north furnace by Klingaman Heating & Cooling. Replacing with a 2-Stage unit is deemed preferable. Two additional bids will be sought by Spencer for review at next month's meeting. Kent Adsit with Jensen Castings is expected to have a look at the building columns in the near future to recommend a repair solution. Delivery of fill for the sloped landscaped areas in front of the building is expected to arrive in about 2-3 weeks so planting will be possible in spring.
5. **Approval of Minutes:** Motion by Turk, second by Johnson, to waive reading of the June Minutes in lieu of printed copies and approve the minutes. Motion carried.
6. **Treasurer's Report:** As of June 1, the balance was 156,315.16. As of June 30, the total was 418,496.21. The City's 2024 annual contribution was deposited during the month. It was noted that the credit and debit columns were labeled inversely in the report. Motion by Fagerlind, second by Leineweber, to approve the Treasurer's Report.
7. **Director's Report:**
 - Circulation for June was 4,831 items: 1,998 Adult, 2,672 Juvenile, 161 Young Adult, 673 A/V. Wiscat: 79 Loaned, 56 Borrowed. Computer logins: 410 Patron, 162 Guest, 742 Wireless. 645 printed pages for total income of \$183.40.
 - There were 3 Adult programs with 16 attendees, and 21 Juvenile programs with 328 attendees.
 - Summer reading challenge and programs have good participation. Total circulation up 25% in June over May.
 - A monthly library newsletter is being planned.
 - Newer Saturday staff are now working on their own. The Director will work one Saturday monthly when of the regular staff is scheduled off.
 - The UPS drop box has arrived on site. Access Point service inside the building will eventually be discontinued.

- The Friends & Foundation are planning an open house celebration for the library's 55th anniversary with a chili lunch, music, and kick-off for the next Community Read.
- Trustee Training Week is August 19th-23rd.
- Brewerpubliclibrary.org domain name will not be renewed
- The pre-set time limit on public computers will be extended from 60 to 120 minutes to see if this works well for patrons and staff.
- CESA3, SWCAP Headstart, and SWLS have been in conversation to develop a program called LIFT (Literacy Initiative for Tomorrow) to help improve 3rd grade reading proficiency scores in Southwest Wisconsin through interventions in various settings; would like to pilot the program in Richland County, and have approached Brewer Library about participating.
- At the 6/28 NetSW/PLAC meeting, member libraries voted to increase spending on WPLC Overdrive Advantage (Libby) materials, in order to decrease wait times on patron reserves. Richland Center's portion will increase from \$3476 to \$4278. The 2025 costs per library for tech support and other system fees were voted on as well.
- Libraries will be receiving a bandwidth upgrade from 50Mbps to 100Mbps due to the FCC's revised standard.
- Wertz Plumbing fixed a stiff faucet handle in the 2nd floor restroom which had been causing water to be left running when not fully turned off.
- Humidity levels in basement are sometimes in the 60s/70s in the morning, reduced to 50s with fans and dehumidifiers running consistently.
- An employee received some adaptive work equipment that is also generally utilized by all staff.
- RFID tagging progress: 14, 600 items have been tagged as of July 11th.
- Director Pilla will be on vacation 7/29 through 8/02.

8. **Discussion and Action Items:**

- **Discussion on refurbishing/replacement of outdoor benches:** All three metal benches on the building porch are in need of cosmetic work or replacement. The placement of the UPS drop box changes what will continue to fit well on that side of the entrance, and this is where the two garden benches are currently situated. The garden benches are possibly original to the building, and will be moved to a different area while evaluation of the space and benches continues.

9. **Approval of the Bills:** Motion by Fagerlind, second by Turk, to approve the monthly bills. Roll call vote. All were in favor.

10. **Friends of the Library & Foundation Report:** A celebration for the library's 55th anniversary is being planned for November. Breakfast was provided for library staff at the July 2nd staff meeting. Staff were very appreciative of the gesture.

11. **City Council Report:** The City Administrator investigation was completed and the report is available. The discussion regarding the future of the City Utilities Commission is ongoing.

12. **County Board Report:** County Treasurer Jeff Even has resigned to take a new position in Platteville; though being up for re-election in November his name will continue to appear to on the ballot. The budget process is starting. The County has now obtained the keys to the UW-Richland Campus from the UW System, and has control. Each building will be secured, and the surplus left behind will be assessed.
13. **School District Report:** Summer school started last week for kids going into grades K-5. The high school credit recovery portion has ended. Weight-lifting is offered through August. The free summer lunch program was successful. Super Registration takes place Aug. 6th and food trucks are being sought for this. Facilities and floors are currently being worked on. Teachers are currently being trained in the new reading and math series.
14. **Adjournment:** Motion by Korb, second by Fagerlind, to adjourn. Motion carried at 6:14pm. The next meeting is August 19th at 5:00pm.

Minutes recorded by Stacy Pilla.