

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

**Brewer Public Library Board Meeting Minutes
November 21, 2022**

Present: Karin Tepley, Blossom Wright, Ida Ryan, Jim Korb, Lisa Rewald, Joy Leineweber, Linda Gentes

Also present: Martha Bauer

Absent: Dave Turk, Sherri Johnson

1. Meeting was called to order at 4:00 pm by President Tepley. A quorum was present.
2. Director Bauer indicated that the meeting was properly posted.
3. Motion by Rewald, seconded by Korb, to approve the agenda. Motion carried.
4. Motion by Korb, seconded by Leineweber to waive reading of the October minutes in lieu of printed copies and approve the minutes. Motion carried.
5. **GZA Proposal for building water investigation:** The Board heard a proposal from GZA about investigating the frequent water issues. The focus of this investigation will be the root cause of the problem versus just treating the current moisture and damage from it. They will check the ground water flow because we are currently in a wetter period state-wide. Phase 1 and 2 of the study will cost \$10,500. Each phase will determine the need for a following phase. The company will be on site in a few weeks and their report will follow within a month. A roll call vote on accepting this proposal followed and all present voted yes.

6. Treasurer's Report:

No Treasurer's report was available from the City

7. Director Report:

- Circulation for October was 2,115 adult material, 117 YA material, 1,757 juvenile material and A/V was 987. Wiscat circulation was 48 borrowed items and 40 lent items. Computer usage=368 wireless log-ins, 138 log-ins. 505 pages printed (\$109).
- There were 3 passive adult programs and 18 Juvenile programs with 234 attendees.
- WLA was great! Martha was asked to join the leadership team.
- Halloween was a huge success. They ran out of candy
- New library Assistant Laurel from South Dakota has Public library experience.
- In December, we will discuss the strategic plan.
- The Library is doing a cat supply drive in November. All things collected will go to Ocooch Mountain Humane Society. Those who donate can enter to win a swag bag.
- The Library has a mitten tree donation event going on until mid-December.

Mittens, hats, scarves and gloves will be distributed to folks in need.

- The Library will be closed on Thanksgiving, Friday and Saturday so that staff and family can enjoy the holiday.
- Martha will be joining the United Givers Board in 2023

Motion by Ryan, seconded by Korb, to approve the Library Director's report. Motion carried.

7. Motion to pay monthly library bills: Roll call vote to approve payment of the monthly bills. Motion carried.

8. Credit Card late fees: Do to a billing schedule conflict, the library is currently paying approximately \$39/month in late fees. Martha will check with People's Bank to see if there is an option.

9. Closed Session: Motion by Rewald, seconded by Gentes, to move into closed session. Motion carried.

10. Action to Reconvene into Open Session: Motion by Gentes, seconded by Ryan, to reconvene into open session. Motion carried.

11. Library Budget: Motion by Tepley, seconded by Korb, to approve a one time \$1,000 bonus for all library employees in January of 2023. Roll call vote. All voted yes. Motion carried.

12. Friends of the Library and Foundation Report: The FOL reported that Hoopla is up and running. The Foundation taxes are completed and the Board will meet in December

13. City and County Board reports: Karin Tepley reported that the City agreed to increase Park/Rec fees. Also in 2024, the Mayor's salary will increase to \$800/mo and Council members will receive \$400/mo. Stori Field development is being discussed.

14. School District Report: No report

15. Adjournment: Motion by Ryan, seconded by Rewald, to adjourn. Motion carried.

Next meeting is Monday, December 19 at 4pm.

Minutes recorded by Lisa Rewald.