

Minutes of the Waupun Public Library Board Meeting November 18, 2019

The meeting of the Waupun Public Library Board was called to order by Claudia Waskow, President, at 4:45 p.m. on November 18, 2019. Also present were Martens, Schultz, Westphal, Hintze, Garcia, Jaeger, and Rohrer. Sullivan was absent.

ARTICLE I: Motion by Martens, supported by Rohrer, to accept the minutes of the October 28, 2019 meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly Statistics.

1. Circulation/downloads through end of October, 2019 was 125,715 items.
2. Library visits through the end of October, 2019 was 60,658 people.
3. Rural circulation through the end of October, 2019 was 32,370 items
4. Notably, total Juvenile Circulation through October, 2019, was up by 9.4%.

ARTICLE IV: Current budget was discussed. No problems noted.

ARTICLE V: Motion by Rohrer, supported by Westphal, to pay the October bills. Motion carried 6-0 on roll call.

ARTICLE VI: No committee Reports.

ARTICLE VII: Librarian's Report.

a. Future Programs:

November 21 – From the Garden Soap Making with Linda Conroy of Moonwise Herbs, 5:30-8 p.m.
December 5 – Movie, title TBD at 1:00 p.m. and 6:00 p.m.
December 12 – Lego/game night, 4 - 8 p.m.
December 17 – Christmas Vase Flower Arranging, 6:00 p.m. and 7:00 p.m.
December 19 – Movie, title TBD at 1:00 p.m. and 6:00 p.m.
December 21 – Christmas Centerpiece Flower Arranging 10:30 a.m. and 12:30 p.m.

b. The Yerges Company and Werner Harmsen completed the re-carpeting project in the Children's Section. Bret and staff were very pleased with the company's work. It was an involved project occurring during the day, continuing for a week, yet service to patrons was never interrupted. The staff members were complimented on their flexibility during this time.

c. The ceiling sprinkler system was inspected. Director of Public Works, Jeff Daane, sent the report of deficiencies noted in the system, which totaled \$671.

d. A doorbell has been installed at staff/back delivery door.

e. Only one essay was received for the VFW essay contest, so the judging panel did not have to meet.

ARTICLE VII. Old Business.

a. Motion by Hintze, supported by Schultz, to approve the Circulation Policy as presented. Motion carried.

b. Motion by Martens, supported by Hintze, to accept the Waupun Public Library 2020 Budget as presented. Motion carried on 6-0 roll call.

ARTICLE IX: New Business.

a. Motion by Hintze, supported by Martens, to accept the Corporate Resolution as presented. Motion carried.

ARTICLE X: Motion by Schultz, supported by Westphal, to adjourn at 5:45 p.m. Motion carried.

Next tentative meeting: December 16, 2019, at 4:45 p.m.

SANDRA ROHRER Secretary
SR/bkj