

**Minutes of the Waupun Public Library Board Meeting  
Wednesday, July 19, 2023**

The Waupun Public Library Board was called to order by Bev Martens, President, at 4:30 p.m. on Wednesday, July 19, 2023. Present were, Siebers, Schultz, Beer, Rohrer, Garcia, and Jaeger. Sullivan and Hintze present via Zoom. Gehl present via phone.

ARTICLE I: Motion by Beer, supported by Schultz, to accept the minutes of June 19, 2023, meeting as written. Motion carried.

ARTICLE II: No visitor appearance.

ARTICLE III: Monthly Statistics.

- a. Circulated/downloaded/loaned: 69,496 items through the end of June, up 12.3%.
- b. 28,568 people visited the library through the end of June, up 28.9%.
- c. Program attendance up 119.4% through the end of June.
- d. Meeting room use up 182.1% through the end of June.

ARTICLE IV: Budget reviewed with no concerns noted.

ARTICLE V:

- a. Motion by Hintze, supported by Siebers, to pay June 2023 bills. Motion carried 8-0 on roll call.

ARTICLE VI: Budget Committee report.

ARTICLE VII: Librarians' Report.

- a. The last two Summer Reading Program events: July 13 was Zoozort Mini Zoo, and the Carnival Finale will be held Friday, July 21, in the library parking lot.
- b. Interns' many projects this summer include:
  1. Scanning library historical documents.
  2. Scanning cemetery documents.
  3. Cleaning and reorganizing storage areas.
  4. Assisting with Summer Reading Program.
  5. Handling a labor-intensive reference question involving newspaper microfilm from 1920.
  6. Filling in when staff are on vacation.
- c. Upcoming Programs:
  1. Brenda Conley, Dodge County Dairy Ambassador, will discuss ice cream (**With attendees making and sampling some**)/July 27, @ 6:00 pm.
  2. Eleanor Brinsko: a program on Ancestry.com/August 15 @ 6:00pm.
  3. Monthly adult crafts continue on the 2<sup>nd</sup> Tuesday of every month @6:00pm.
  4. Many more programs are in the planning stages for the future.

d. Officer Tipton attended the June library staff meeting and fielded questions on when and why to call the police non-emergency and emergency numbers, as well as fielding general questions from staff.

ARTICLE VIII: No Old Business.

ARTICLE IX: New Business:

a. Meeting Room Use Policy was reviewed. Motion by Rohrer, supported by Schultz, to accept the revisions to the Application for the Meeting Room Use as presented. Motion carried.

b. Motion by Hintze, supported by Sullivan, to move the minimum age for obtaining a Waupun Public Library card from six years old to five years old. Motion carried.

c. Motion by Rohrer, supported by Martens, to accept the Circulation Policy revision presented as follows: "Parental signature is not required for children who are renewing or replacing cards, nor is it required for 16 and 17 year olds to obtain a card." Motion carried.

ARTICLE X: Motion by Sullivan, supported by Beer, to adjourn at 5:03 p.m. Motion carried.

\*Next tentative meeting: Wednesday, August 16, 2023 at 4:30 p.m.

SANDRA ROHRER Secretary  
SR/bkj