

**Minutes of the Waupun Public Library Board Meeting
November 16, 2020**

The meeting of the Waupun Public Library Board was called to order by Beverly Martens, President, at 4:46 p.m. on November 16, 2020. Also present were Schultz, Hintze, Sullivan, Gehl, Westphal, Garcia, Jaeger, and Rohrer, via Zoom.

ARTICLE I: Motion by Sullivan, supported by Schultz, to accept the minutes of the October 19, 2020, meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly Statistics.

- a. Downloads (OverDrive) up 27.8% YTD
- b. 81,544 items circulated through the end of October. To put that number in perspective, in 1998 the library circulated 81,175 items for the entire year.
- c. 2,864 curbside transactions through the end of October.

ARTICLE IV: Current budget was discussed with no concerns noted.

ARTICLE V: Motion by Rohrer, supported by Hintze, to pay the November 2020 bills. Motion carried, 7-0 on roll call.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarians' Report.

- a. As a Drive-up Window is considered there are many issues which have been found to complicate the project. Hiring a contractor to oversee the project might be the prudent way to go. See New Business:#6.
- b. Bret was asked by the VFW to help judge the annual Patriot's Pen essay and Voices of Democracy speech submissions. Kyle Clark and Hank Snyder were other judges.
- c. Three staff members were in quarantine, but are now back.
- d. Update-Pam (summary)
 - 1. Tami and Pam are developing a survey that will be sent out in regards to virtual programming for youth and adults. This will be posted to Facebook and on the library website. This is intended to see if individuals are interested in attending virtual events. If little interest is garnered the survey will be reposted at a later date in case opinions change. If survey shows interest a virtual event or two is planned.
 - 2. Tami and Pam are working on weeding project. All book donations will go to Dodge Correctional, as they are in need of books to serve their 1500 residents. Tammy from DCI mentioned that they are taking children's books, because inmates can read books to their children via Zoom.

e. The library received a \$5000 grant from the Nelson G. and Vera C. Hicks Charitable Foundation. These funds are used for the youth programming and supporting the youth areas of the library.

f. Jaeger presented the Wisconsin State Statute 43.58(4) for board review.

(4)Notwithstanding ss. 59.17(2)(br) and 59.18(2)(b) the library board shall supervise the administration of the public library and shall appoint a librarian, who shall appoint such other assistants and employees as the library board deems necessary, and prescribe their duties and compensation.

As restated by Claire Silverman, Legal Counsel of the League of Wisconsin Municipalities, "It is apparent the library board has control over the hiring, firing and fixing of wages of library employees. Thus, we have concluded in the past that it is the library board, not the municipality, which negotiates with a union representing library employees."

g. Youth Librarian, Tami Lont, has been putting together Take and Make kits for kids to pick up curbside and make things at home. This has been a popular program for libraries all over the state and has been extremely well received at our library. Most of the funding will come out of the Hicks Foundation grant.

ARTICLE VIII: No old Business.

ARTICLE IX: New Business:

a. 2021 library wages: After considerable discussion concerning Director and staff salaries for 2021, motion by Hintze to set Director Jaeger's salary increase at 1.5% beginning January 1, 2021, and to set each remaining staff member's salary increase at 2% beginning on January 1, 2021. Motion failed for lack of a second.

Motion made by Rohrer, supported by Sullivan, to set Director Jaeger's salary increase at 1.5% beginning on January 1, 2021, for the entire 2021 year, and to set each remaining staff member's salary increase at 2.1% beginning on January 1, 2021, for the entire 2021 year. Motion carried 7-0 per roll call.

b. Due to the complexity of the Drive-up Window project, Bret will be investigating the cost of a contractor and bring information garnered to the Board at December's meeting.

c. Part time staff wages when directed to quarantine will be based on federal, state and local COVID-19 policies.

ARTICLE IX: Motion by Hintz, supported by Schultz, to adjourn at 6:02 p.m. Motion carried.

Next tentative meeting: **Monday December 21, 2020, at 4:45 p.m. via Zoom**

SANDRA ROHRER Secretary
SR/bkj