

**Minutes of the Waupun Public Library Board Meeting
Wednesday, November 16, 2022**

The Waupun Public Library Board was called to order by Bev Martens, President, at 4:30 p.m. on Wednesday, November 16, 2022. Present were, Gehl, Schultz, Rohrer, Garcia, and Jaeger. Hintze present per Zoom. Sullivan and Siebers were absent.

ARTICLE I: Motion by Schultz, supported by Gehl, to accept the minutes of the October 19, 2022 meeting as written. Motion carried.

ARTICLE II: No visitor appearance.

ARTICLE III: Monthly Statistics.

- a. Circulated/downloaded/loaned: 108,477 items through the end of October.
- b. Drive-thru window service: handled 894 transactions through the end of October.

ARTICLE IV: Budget was reviewed and remains in good shape. Due to rising costs, Utilities line item is over budget and will be addressed in the revised 2023 Budget proposal.

ARTICLE V:

- a. Motion by Rohrer, supported by Schultz, to pay November bills. Motion carried 5-0 on roll call.

ARTICLE VI: No committee reports.

ARTICLE VII: Librarians' Report.

- a. After three months, the library is again fully staffed.
- b. Staff and residents had a great time during Halloween Main Street event. Thanks to staff creativity, the entrance area was set up and decorated so kids could have their picture taken outside on a bench, surrounded by pumpkins.
- c. Gerry Stiemsma presented a program on Saturday, November 12 at 10:00 a.m., describing his experience in the Vietnam War. 24 people attended.
- d. A donation plate has been attached to the truck display donated by Don Schultz.
- e. Bret and DPW Director Jeff Daane walked through the library with a company doing an energy audit.
- f. Bret was again a judge for the VFW's Patriot's Pen essay contest and Voice of Democracy speech contest. Judges panel met at the library November 14.

ARTICLE VIII: No Old Business.

ARTICLE IX: New Business:

a. Motion by Gehl, supported by Schultz, to discard the old, outdated Circulation Policy – Institutions (last updated in year 2000) and adopt the new Circulation Policy— Homebound Residents and Institutions as presented to replace it. Motion carried.

b. Motion by Schultz, supported by Gehl, to accept the 2023 Wage Grid for library staff as presented. Motion carried on 5-0 roll call.

c. Motion by Schultz, supported by Rohrer, to accept the revised 2023 Library Budget as presented. Motion carried on 5-0 roll call.

ARTICLE X: Motion by Rohrer, supported by Gehl, to adjourn at 5:07 p.m. Motion carried.

*Next tentative meeting: Wednesday, December 21, 2022 at 4:30 p.m.

SANDRA ROHRER Secretary
SR/bkj