

**Minutes of the Waupun Public Library Board Meeting
Wednesday, May 17, 2023**

The Waupun Public Library Board was called to order by Bev Martens, President, at 4:30 p.m. on Wednesday, May 17, 2023. Present were Siebers, Schultz, Gehl, Rohrer, Garcia, and Jaeger. Sullivan and Hintze present via Zoom. Beer was absent.

Janet Gehl, Sadie Schultz, and Dan Siebers were recognized as mayoral re-appointments to the Library Board.

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

ARTICLE II: Jaedon Buchholz presented information concerning Edwin Hillyer and his history relating to the development of the Waupun Library Association in 1858. Buchholz supported changing the name of the Large Conference Room to the Hillyer Room, and suggested adding a plaque acknowledging Hillyer's dedication to local library service. If the Library Board changed the name of the Conference Room, Buchholz would work with the Waupun Historical Society to create a Hillyer plaque.

ARTICLE III: Monthly Statistics.

- a. Circulated/downloaded/loaned: 45,329 items through the end of April, up 12 %.
- b. 17,162 people visited the library through the end of April, up 34%.
- c. Program attendance up 218%.
- d. Meeting room use up 236%.

ARTICLE IV: Budget reviewed with no concerns noted.

ARTICLE V:

- a. Motion by Siebers, supported by Hintze, to pay May 2023 bills, correcting the account number for Monarch Library System invoice to 210-60-5511-338, amount remaining at \$16,605.06. Motion carried 7-0 on roll call.

ARTICLE VI: Evaluation Committee Report: Director evaluation is in progress and will be completed and brought to the full Board at the June meeting.

ARTICLE VII: Librarians' Report.

- a. The library has started a new series of programs intended to spotlight Waupun businesses:
 1. Avoiding scams....Melissa from Horicon Bank / May 31 @ 6pm.
 2. Summer festivities and Senior Center.....Rachel from the Rec Dept/June 5 @ 6pm.
 3. Computer security....Dylan from Fox Computer and Networking/June 27 @ 6pm.
 4. Panel of 3-4 businesses (Imagine That! Art Studio, SIA insurance, Baymont by Wyndham and Waupun Food Pantry)/July18 @ 6pm.
- b. Friends of the Library (FOWL) donated \$1300 to the library. Thank you!

c. Building Maintenance

1. Front door hinges are in need of replacement, Bret working with DPW.

d. Two staff and one Library Board Trustee attended the Wisconsin Association of Public Libraries Conference.

e. Staff evaluations are in progress.

ARTICLE VIII: No Old Business.

ARTICLE IX: New Business:

a. **Election of Officers:**

1. Motion by Rohrer, supported by Schultz, to nominate and re-elect Beverly Martens as President. Motion carried unanimously.

2. Motion by Rohrer, supported by Martens, to nominate and re-elect Sadie Schultz as Vice-President. Motion carried unanimously.

3. Motion by Gehl, supported by Schultz, to nominate and re-elect Rohrer as Secretary-Treasurer. Motion carried unanimously.

b. Motion by Siebers, supported by Hintze, to continue to hold monthly Library Board Meetings at **4:30 p.m.** on the **third Wednesday** of every month. Motion carried.

c. Motion by Siebers, supported by Rohrer, to re-name the Large Conference Room as the Hillyer Room. Motion carried.

ARTICLE X: Motion by Schultz, supported by Gehl, to adjourn at 5:05 p.m. Motion carried.

*Next tentative meeting: Wednesday, June 21, 2023 at 4:30 p.m.

SANDRA ROHRER Secretary

SR/bkj