

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

The Waupun Public Library Board was called to order by Sadie Schultz, Vice-President, at 4:30 p.m. on Wednesday, March 16, 2022. Present were Langford, Gehl, Garcia, and Jaeger. Also present via Zoom: Sullivan and Hintze. Rohrer and Martens were absent. With the absence of the Secretary, Jaeger volunteered to record the minutes.

ARTICLE I: Motion by Gehl, supported by Langford, to accept the minutes of the February 16, 2022 meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly Statistics continue to improve.

- a. Circulated/downloaded/loaned: 19,248 items through the end of February.
- b. Curbside/drive-thru window service: 203 transactions through the end of February.

ARTICLE IV: The Budget was discussed with no concerns noted.

ARTICLE V:

- a. Motion by Hintze, supported by Schultz, to pay the bills as presented. Motion carried 5-0 on roll call. Langford was appointed to sign the list of bills.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarians' Report.

- a. Interior Signage: Moving forward.
- b. Fond du Lac County Health Department issued boxes of N95 masks to all county public libraries for distribution to area residents.
- c. All county payments for rural service in 2020 have been received.
- d. Interns for this summer will be Logan Wobschall and Brooke Vander Galien
- e. Sensory boards and children's furniture has started to arrive from the Sullivan memorial donation.
- f. DPW has finished building new storage shelves for our bound newspaper volumes.
- g. Department of Public Instruction has approved the Library Grade 1 Certification renewal for Jaeger.

- h. Upcoming programs are scheduled for March 22 and April 5.
- i. FOWL book sales will start again in May.
- j. National Library Week is scheduled for April 3 – 9 this year.
- k. Staff evaluations have started. Jaeger and Garcia will be meeting with all staff over the next few weeks.
- l. Jaeger was contacted to see if the Library Board would like to hear a school update from school administrator Dr. Hill. Jaeger will be adding him to the April agenda.
- m. Public Library Association National Conference is being held in Portland, Oregon, this year. Jaeger will be attending virtually from March 23 – 25.

ARTICLE VIII: Old Business:

- a. Motion by Sullivan, supported by Schultz, to open the meeting rooms for public use and reservations on Monday, April 4, beginning with the Conference Room and Carnegie Room when ready. Motion carried.

ARTICLE IX: No New Business.

ARTICLE X: Motion by Hintze, supported by Sullivan, to adjourn at 4:58 p.m. Motion carried.

**\*Next tentative meeting: Wednesday, April 20, 2022 at 4:30 p.m. The Board will meet in person at the Library, with some members attending virtually. Efforts will be made to provide availability for those unable to attend in person.**

Bret Jaeger, Acting Secretary