

## **Minutes of the Waupun Public Library Board Meeting September 23, 2019**

In the absence of Library Board President Claudia Waskow, the monthly meeting of the Waupun Public Library Board was called to order by Dr. Bev Martens, Vice President, at 4:36 p.m. on Monday, September 23, 2019. Also present were Schultz, Westphal, Sullivan, Hintze, Jaeger, and Rohrer. Garcia was absent.

ARTICLE I: Motion by Sullivan, supported by Hintze, to accept the minutes of the August 19, 2019 meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly Statistics

1. Circulation/downloads through end of August, 2019 was 100,007 items.
2. Library visits through the end of August 2019 was 49,660 people.
3. Rural circulation through the end of August 2019 was 26,499 items, up 3.8%.
4. Especially noted was Total Juvenile Circulation, which was up 11.2% through August 2019.

ARTICLE IV: Current budget was discussed. Three (3) line items will need to be watched.

ARTICLE V: Motion by Sullivan, supported by Rohrer, to pay the September bills. Motion carried 6-0 on roll call.

ARTICLE VI: No committee reports.

ARTICLE VII: Librarian's Report.

a. Future Programs:

- September 26, Fall Flower Arranging, 6 p.m.
- October 2, Tech Days 1-3 p.m. and 5-7 p.m.
- October 3, Movie 1 p.m. and 6 p.m.
- October 9, Lego/Game Night 4-8 p.m.
- October 10, Susan Karsten, Waupun Author, 6:30
- October 15, David Geschke, Waupun Author, 6:00
- October 17, Movie 1 p.m. and 6 p.m.

b. The elevator has now been repaired and is in good working order.

c. Faith Technologies continues to convert the present library lighting to LED lighting.

d. The annual WLA conference will be held October 9-11 at the Kalahari Convention Center in Wisconsin Dells.

e. The Transportation Subcommittee of the Aging Coalition surveys will be available at the Library, City Hall, and the Senior Center for residents to fill out.

ARTICLE VIII. No Old Business.

ARTICLE IX: New Business.

a. Motion by Sullivan, supported by Hintze, to approve the Yerges Van Liners, Inc. estimate of \$4,056.50 - \$4,551.50, for removal of all materials and shelving in the Children's section as preparation for new carpet to be installed and replace all shelving and materials after carpet installation, and to pay for this project with funds from the Library Trust Fund. Motion carried 6-0 on roll call.

b. Motion by Rohrer, supported by Schultz, to approve the carpet installation estimate of \$7,900 from Werner Harmsen for replacing a section of the carpeting in the Children's area, and to pay for this project with funds from the Library Trust Fund. Motion carried 6-0 on roll call.

c. Motion by Hintze, supported by Schultz, to approve the C. Braaksma Electric Inc. estimate of \$3,775 for the installation of (A) Wired doorbell system by the back service/staff entrance, and (B) Installation of outdoor receptacles on south east exterior of building, and to pay for this project with funds from the Library Trust Fund. Motion carried 6-0 on roll call.

ARTICLE X: Motion by Sullivan, supported by Rohrer, to adjourn at 5:11 p.m. Motion carried.

Next tentative meeting: October 28, 2019, at \*4:45 p.m. \*Note the meeting time change.

SANDRA ROHRER Secretary  
SR/bkj