

**Minutes of the Waupun Public Library Board Meeting
June 17, 2019**

The monthly meeting of the Waupun Public Library Board was called to order by Claudia Waskow, President, at 4:30 p.m. on Monday, June 17, 2019. Also present were Martens, Schultz, Westphal, Sullivan, Garcia, Jaeger, and Rohrer. Hintze was absent.

ARTICLE I: Motion by Martens, supported by Sullivan, to accept the minutes of the May 20, 2019 meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly Statistics.

1. Circulation/downloads through end of May, 2019 was 59,913 items.
2. Library visits through the end of May 2019 was 29,219 people.
3. Rural circulation through the end of May 2019 was 16,206 items

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

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

ARTICLE VI: Committee Reports.

- a. Evaluation Committee: The Committee will present its report in closed session under New Business.

ARTICLE VII: Librarian's Report.

a. Future Programs:

1. June 19 – Tom Pease, Musician, 10 a.m.
2. June 20 – Movie, How to Train Your Dragon: The Hidden World, at 1 p.m. and 6 p.m.
2. June 25 – Bubble Wonders, 10 a.m. and 1 p.m.
3. June 27 – Art of Right sizing your Life, 6 p.m.
4. July 10 – Device Day/Night, 1-3, 5-7 p.m.
5. July 11 – Game Night, 4-8 p.m.
6. July 13 - Star Wars Characters Meet and Greet 1 p.m.
7. July 16 – Lost Buildings of Waupun, 1 p.m. and 6 p.m.
8. July 17 – Seeing Stars Planetarium, 1 p.m.
9. July 18 – Movie Dumbo (2019), 1 p.m. and 6 p.m.

b. The first Summer Reading Program was held, Wednesday, June 12. Library staff hosted several classroom visits the past few weeks so the students were able to learn about this year's Summer Reading Program.

c. Two display cases have been purchased for the second floor. Once in place the plan is to display rotating collections from the Waupun Historical Society.

d. Collection Agency: Since May 1999, 889 accounts have been submitted. Cash and Materials recovered total \$57,441.94, with the Return On Investment (ROI) of 6:1. This is an excellent return considering the average ROI is 3:1.

e. Jennifer Chamberlain, the Interim Director for the Monarch Library System, the Interim Director for the Monarch Library System visited WPL Friday, June 14. She will be visiting all system libraries in the four counties.

f. Department of Public Works will be replacing the lighting in the library with LED lights.

g. Kathy Schlieve, City Administrator, has requested a meeting with Bret on Tuesday, June 18, 2019, concerning the budget.

ARTICLE VII. No Old Business.

ARTICLE IX: New Business: Library Director Evaluation Report.

a. Motion by Rohrer, supported by Sullivan, to go into closed session to consider, deliberate or confer on matters under Section 19.85(1)(c) of the Wisconsin Statutes. Motion carried unanimously.

b. Motion by Westphal, supported by Schultz, to reconvene into open session under Section 19.85 (2) of the Wisconsin Statutes. Motion carried unanimously.

c. Motion by Martens, supported by Schultz, to accept Library Director Bret Jaeger's 2019-2020 Evaluation as presented by the Evaluation Committee. Motion carried unanimously. The Board thanked Bret for a job well done. He in turn gave credit to his staff, stating that they were the reason the library functions as smoothly as it does. The Board agreed that it is teamwork that results in a library of which the community can be proud.

d. Motion by Rohrer, supported by Martens, to accept Jaeger's 2020 Goals. Motion carried unanimously.

e. Westphal and Waskow were appointed to the Budget Committee.

f. Staff/Board dinner will be held after the July 22, 2019 meeting.

ARTICLE X: Motion by Martens, supported by Rohrer, to adjourn at 5:40 p.m. Motion carried.

Next tentative meeting: July 22, 2019, at 4:30 p.m.

SANDRA ROHRER Secretary
SR/bkj