

**Minutes of the Waupun Public Library Board Meeting  
Wednesday, April 20, 2022**

In the absence of Beverly Martens, President, the Waupun Public Library Board was called to order by Sadie Schultz, Vice President, at 4:30 p.m. on Wednesday, April 20, 2022. Present were Gehl, Langford, Sullivan, Rohrer, Garcia, and Jaeger. Also present via Zoom: Hintze.

ARTICLE I: Motion by Rohrer, supported by Schultz, to accept the minutes of the March 16, 2022 meeting as written. Motion carried.

ARTICLE II: No personal appearances.

ARTICLE III: Monthly Statistics.

- a. Circulated/downloaded/loaned: 30,133 items through end of March.
- b. Drive-thru window service: handled 304 transactions through end of March.

ARTICLE IV: The 2022 budget was discussed with no concerns noted.

ARTICLE V:

- a. Motion by Hintze, supported by Gehl, to pay April bills as presented. Motion carried 6-0 on roll call.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarians' Report.

- a. **Interior Signage:** This project will extend into the summer school session.
- b. **Jan Sullivan Memorial Donations:** \$5000 has been received in honor of Jan Sullivan. New furnishings for children's area have been ordered. Nine sensory panels for the designated wall not yet installed, since mount rails have not arrived. Manufacturing and shipping still issues due to pandemic.
- c. **Conference Room:** Reservation for, and public use of, the Conference Room began on April 4th. Next to open will be Carnegie Room on May 2nd. It was used to store and prepare Take and Make projects.
- d. **Summer Reading Program:** Registration for annual Summer Reading Program will begin **June 6**. Organization in progress.
- e. **Page Opening:** Mason Kuhn's last day was, April 13, 2022. Another page will be hired. Brooke Vander Galien and Logan Wobschall will become Summer Interns at the end of May. Best wishes, Mason!

f. **Adult programming:** will concentrate on Take and Make crafts May through August. In-person programs coming in fall.

g. **WAPL Conference** will be held May 11- 13 in Pewaukee.

h. **The 19<sup>th</sup> Annual Dewey Awards** will be presented to the staff at their April 22 staff meeting.

i. **City of Waupun Banquet: Congratulations to: Jesse Kiehl, 5 years; Heather Van Buren, 10 years; Pam Garcia, 25 years; and Bret Jaeger, 25 years. Each has contributed to making our Library a highly valued center of our community. We thank them.**

ARTICLE VIII: Old Business:

a. Summer School students will be continuing work on the Interior Signage project.

ARTICLE IX: New Business:

a. Motion by Langford, supported by Sullivan, to accept the revised Code of Conduct as presented. Motion passed.

b. Gehl and Rohrer appointed to the Evaluation Committee.

c. Motion by Hintze, supported by Sullivan, to accept the Buckstaff quote of \$8080.00 for the construction, delivery, and installation of the lower cabinets and counter top in the Shaler Room. Motion passed 6-0 on roll call.

ARTICLE X: Motion by Hintze, supported by Rohrer, to adjourn at 4:55 p.m. Motion carried.

**\*Next tentative meeting: Wednesday, May 18, 2022 at 4:30 p.m. Efforts will be made to provide a virtual option.**

SANDRA ROHRER Secretary  
SR/bkj