

# Rosemary Garfoot Public Library Board Meeting

## Minutes

Tuesday, July 17, 2018

**Present:** Michael Pomykalski, Jennifer Fitz-Randolph, Carolyn Abbott, Mary Mirkes, Jane Varda

Also present: Pam Bosben

1. **Call to Order:** Fitz-Randolph called the meeting to order at 5:16 pm.
2. **Public Comment:** none
3. **Approval of Minutes from June 19, 2018 meeting (action item):** Motion made by Pomykalski to approve June Board minutes. FitzRandolph seconded. Motion carried.
4. **Treasurer's Report:** The cash management account was reported at \$62,081.14. The General account reported at \$19,670.13. Revenues to the Village reported at \$312.98.
5. **Approval of Bills (action item):** FitzRandolph motioned to approve the bills and Pomykalski seconded. Motion carried.
6. **Director's Report:**
  - a. Summer continues to be filled with amazing programs and crowds of people visiting the library. The drum making workshop had a full-house with many kids creating drums out of cardboard cylinders and brown paper bags. Colossal Fossil presented a great program on Wisconsin fossils. Corey Hart continues to bring in big crowds to his musical storytimes. Yoga storytime was a huge success. Stuart Stotts brought his special form of music and storytelling to an enthusiastic crowd.
  - b. Music on the patio opened with a dazzling performance by the Dixie Sizzlers. Attendees loved the music and the slushies provided by the library. The second concert was a chamber showcase by Middleton High School students. People enjoyed seeing the students' wonderful talents.
  - c. The most recent pop-up makerspace had the kids creating maracas out of film cannisters, popsicle sticks and bird seed. The current pop-up makerspace is very popular. Kids are creating glow jars.
  - d. The library received memorial donations in honor of Regina Ripp and Nathalie Bergum.
  - e. Friends of the Library will be working the Lion's food trailer at the Farmer's Market on August 8. Bosben and Loman will be assisting. Profits will be deposited to the Friends fund for the library.
7. **Old Business:** none
8. **New Business:**
  - I. **Preliminary Budget (action item):** Bosben presented the preliminary 2019 Operating Budget. The Village Board has requested preliminary budgets be submitted by Friday, August 3.
    - a. Budget Unknowns – Several line items are still unknown at this draft stage of the budget process including salary and benefits. The final preliminary budget, due September 14, will include updates to these line items.
    - b. A motion was made by Mirkes to approve the preliminary budget without changes and without updates to salary and benefits as presented by Bosben. Pomykalski seconded. Motion carried.
  - II. **SCLS Technology Services Agreement (action item):** Motion was made by Pomykalski to renew the RGPL's participation in the SCLS technology services for the upcoming year. Abbott seconded. Motion carried.
  - III. **SCLS Wireless System (action item):** An upgrade to the RGPL Enterprise wireless system is needed. The current system, which is supported by SCLS, is eight years old and will no longer be supported due

to obsolescence. The SCLS is requiring all libraries to upgrade in 2019. The cost estimate for the upgrade is \$2000 which would be sourced from capital funds. A motion was made by Pomykalski to approve the new wireless system provided by SCLS as part of the 2019 capital budget. Abbott seconded. Motion carried.

9. **SCLS/DCLS/WPLA Updates:** none
10. **The next meeting is Monday, August 13 at 5:15pm**, which has been rescheduled for the month of August due to summer vacation schedules.
11. **Adjournment:** Abbott moved and Pomykalski seconded to adjourn meeting. Motion carried, and meeting adjourned at 6:24 pm.

Respectfully submitted by C. Abbott