

Rosemary Garfoot Public Library Board Meeting
Minutes
Thursday, August 17, 2017

Present: Jennifer Wankerl, Jennifer Fitz-Randolph, Carolyn Abbott

Also present: Pam Bosben

1. **Call to Order:** Wankerl called the meeting to order at 11:29 am.
2. **Public Comment:** none
3. **Approval of Minutes from July 17, 2017 meeting (action item):** Motion made by Abbott to approve the July 17 Board minutes. Fitz-Randolph seconded. Motion carried.
4. **Treasurer's Report:** The General account for June reported at \$12,745.36, and cash management account reported at \$62,601.12. Revenues to Village reported at \$484.45.
5. **Approval of Bills (action item):** Fitz-Randolph motioned to approve the bills and Abbott seconded. Motion carried.
6. **Director's Report:**
 - a. The Kids Summer Library Program was capped off with an excellent presentation by Habitat for Humanity about Habitat and a family's experience of owning a Habitat house. A check, funded by the generous donations of Cross Plains Optimists and Veridian Homes, was provided to Habitat on behalf of the library's summer readers.
 - b. There is a new art exhibit by Siraj Hull at the library. Siraj's art depicts subjects from her many travels and varied places she has lived.
 - c. HVAC repairs are needed. Heat has been coming out of the registers in one of the meeting rooms in the summer. The technician from H&H discovered two damaged actuators in the ceiling, along with another actuator in the staff multi-purpose room that needs replacement.
 - d. RGPL received an anonymous monetary gift from a long-time CP resident.
 - e. The Morning Movie program will resume in September after a summer hiatus.
 - f. Bosben is serving on the Flipster Committee which is tasked to review the magazine database. The committee met to determine a tiered system of periodical titles for the 2018 database. Retaining the database will be contingent upon the number of libraries participating and the subsequent cost to member libraries.
7. **Old Business: 2018 Budget Update**
 - a. Bosben noted several line item adjustments; Linkcat fees and maintenance fees for HVAC increased. Operating expenses increased between 3-4%. The official bottom-line will be determined when final numbers come in for benefits such as health insurance. Temporary placeholder numbers based on 2017, have the bottom-line at just under a 4% increase.
 - b. The Capital Plan was submitted including the required air handler motor replacement. Estimated cost is over \$8000. Requests must be greater than \$5000 to meet new Village guidelines for capital requests.
8. **New Business: Preservation of the Historical Society Collection (action item)**

Plans were discussed to have a memorandum of understanding in place between the RGPL and the Historical Society regarding ownership and housing of the collection. The purpose of the agreement was to define what happens to the Historical Society Collection in the event the Historical Society itself dissolves. A Memorandum of Understanding between the RGPL and the Cross Plains-Berry Historical Society was presented. Abbott made a motion to approve the memorandum, Fitz-Randolph seconded, and the motion carried.
9. **SCLS/DCLS/WPLA Updates:**

- a. SCLS: Bosben attended the All Directors meeting. Of significant importance was the discussion of planning for a new ILS.
10. **Next meeting is Tuesday, September 19, 2017 at 5:15 pm.**
11. **Adjournment:** Fitz-Randolph moved and Abbott seconded to adjourn meeting. Motion carried and meeting adjourned at 11:59 am.

Respectfully submitted by C. Abbott