

Rosemary Garfoot Public Library Board Meeting
Minutes
Tuesday, January 18, 2022

Present: Michael Pomykalski, Carolyn Abbott, Erica Wagoner, Mary Mirkes, Jane Varda, Jennifer FitzRandolph, Diane Kalscheur

Also present: Pam Bosben

1. **Call to Order:** FitzRandolph called the meeting to order at 5:16 pm.
2. **Public Comment:** None
3. **Approval of Minutes from December 2021 meeting (action item):**
Mirkes motioned to approve the December 2021 minutes and Wagoner seconded. Motion carried.
4. **Treasurer's Report:** The cash management reported \$47, 677.59. The General account reported at \$39,071.12. Revenues to the Village reported at \$252.26.
5. **Approval of Bills (action item):** Kalscheur motioned to approve the bills and Mirkes seconded. Motion carried.

6. Reports:

Director's Report:

- a. Bosben has begun gathering information for the 2021 Annual Report. An informational webinar was provided on January 14.
- b. Loman and Bosben selected two programs in conjunction with the Ripple Project and contacted both presenters to discuss autumn scheduling. The programs are: Hidden Voices Presents *Writers of Resistance* and Mosaicos Cultural Enrichment Corporation Presents *Race: The Power of an Illusion (3-part series)*.
- c. The Village has begun advertising the village administrator position. Department heads will be participating in the interviews.
- d. A patron slipped on the ice and was injured. The Village insurance company is dealing with the incident. The company's claims adjustor was out to see the area where the situation occurred. Ice build-up from the lack of gutters has resulted in melting ice/snow that falls directly on the sidewalks and turns to ice.
- e. Baer has begun a Zoom lap-sit program for infants through two years-old. She reported that the babies are very engaged when she reads to them.
- f. We re-started the magazine swap. Patrons drop their gently used periodicals in a bin where anyone can browse and take what they want.
- g. The Friends of the Library had restarted their free cart where they place books and other materials that likely won't sell at the book sale.
- h. A local police officer brought to Bosben's attention that a checkout item from our equipment collection was pawned. Most of the equipment has been returned.

President's Report:

- a. None

Village Update:

- b. None

7. Old Business:

Roof and Repairs Update:

- a. A second restoration company has inspected all areas of the library for damage and have itemized the costs.
- b. The village may contract a local company to install temporary gutters to address the roofline drips freezing on walkways, etc.

c. An inspector from the village engineering firm will inspect the roofing job before restoration begins.

Telephone Systems Update:

- a. The installation was delayed from last November. TDS will check cables the first week of February '22 and identify where fiber comes into the library.
- b. The installation and commencement of service should begin in a few months.
- c. RGPL will maintain the same phone number.

Library Shortage Update:

- a. 28 hour position has not been filled yet.
- b. RGPL may need to reduce hours until staff reaches full capacity.
- c. Senior staff has been helping out with circulation tasks.

- 8. Closed Session (action item):** The Rosemary Garfoot Public Library Board will go into Closed Session pursuant to 19.85(1)(c) of Wisconsin Statutes to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, specifically regarding employee compensation for the youth services position.
- a. Abbott motioned to go into closed session. Pomykalski seconded and motion carried.
 - b. Pomykalski motioned to return to open session. Wagoner seconded. Roll call vote to go back into open session: Pomykalski - yes, Mirkes-yes, Abbott- yes, Varda-yes, Wagoner-yes, Kalscheur- yes, FitzRandolph-yes. Motion carried.
 - c. Motion made by Wagoner to increase Youth Services Librarian's annual salary/benefits by \$1150. Motion seconded by Varda. Motion failed.
 - d. Motion made by Kalscheur to increase Youth Services Librarian's base salary to \$19.13 per hour plus benefits. Varda seconded. Roll call vote: Abbott – yes, Pomykalski – no, Mirkes – yes, FitzRandolph - yes, Wagoner – yes, Kalscheur – yes, Varda – yes. Motion carried.

9. New Business: None

10. SCLS/DCLS/WPLA Updates:

a. Dane County Reimbursement and Standards

- a. Directors discussed reimbursement dynamics from COVID circulation changes. Reimbursement may again be frozen at pre-Covid levels. Standards for reimbursement will be reviewed and updated post-pandemic.

11. The next meeting is Tuesday, February 15, 2022 at 5:15pm.

12. Adjournment: Kalscheur moved and Pomykalski seconded to adjourn meeting. Motion carried and meeting adjourned at 6:27 pm.

Respectfully submitted by C. Abbott