

Rosemary Garfoot Public Library Board Meeting Minutes
Tuesday, November 15, 2022

Present: Jane Varda, Denise Baylis, Jennifer FitzRandolph, Erica Wagoner, Mary Mirkes, Andy Hartman

Also present: Pam Bosben

Absent: Jennifer Wankerl

Call to Order: Varda called the meeting to order at 5:18 p.m. Wagoner left the meeting and Baylis agreed to take minutes.

Public Comment: None

Approval of Minutes from October 18, 2022 meeting (action item):

- Minutes tabled until the December meeting.

Treasurer's Report: The cash management account reported at \$47,811.10 The Public account reported at \$41,951.54 Revenues to the Village reported at \$58.20. Mirkes reported that bonuses totaled \$4500.

Approval of Bills (action item): Mirkes motioned to approve the bills as presented. FitzRandolph seconded. Motion passed.

Reports:

- **Director's Report** – The new outside Wi-fi access point was installed. People will be able to get a signal along Julius Street in front of the library and to the 4-way intersections. They will also receive a signal on the east side of the building just past the mailboxes. This access point was obtained from a grant through SCLS.
- Our new copy machine lease is with Rhyme. They are a family owned company out of Green Bay. The monthly cost is slightly less than our previous company charged. Rhyme has a special program going right now where new customers can designate a food pantry to receive a \$250 donation. We selected the Mazomanie Food Pantry because we have been collecting food for their organization since opening this library.
- We had a nice turnout for the program *Hidden Voices: African Writers of Resistance*. The presenters were exceptional and the audience enthusiastic.
- The four-week introduction to yoga program filled up right away. We are offering a new Saturday program, so those on the waiting list can participate.
- Over 1500 people participated in Mutzy's Halloween Monster Mash. A huge success. This is the first year back after a two-year pandemic hiatus. A food truck was added to the festivities. Thank you to Dan Berry for this amazing event.

- Catherine attended a youth services programming workshop that focused on dealing with materials challenges.

(Baylis inquired about the incorrect installation of the hydrants when the facility was built as reported at the October meeting.)

President's Report: None

Village Update: Hartman reported the final sale of the property on Bourbon Road for the new municipal/police building. Mentioned that police union negotiations were underway.

Old Business:

- 2023 Budget: Village: Bosben informed the Board that the Village Board was not supportive of the department heads' decision to support a new FT employee for the library in the 2024 budget. The department heads' were directed by the Village Board President to make this decision. Hartman verified this information along with Bosben's report that the Library was also relegated below the police and the parks departments. A comment was made at the Village Board meeting that the Library didn't generate revenue, so should not be above the parks department. Bosben asserted that the Library indeed brings in reimbursement revenue annually with the 2022 amount exceeding \$117,000 and a similar amount in the 2023 budget. Revenues have offset the Library's budget for decades. Hartman mentioned that the Village Board approved a part-time officer for the police department to alleviate staff shortages. The 2023 Budget Hearing is set for 11/28.
- Roof update – Bosben, Village Administrator, Brian Mooney, and Brian Berquist, President of Town & Country Engineering, met outside the library to assess all the work remaining to be done on the roof. A few items were checked-off the list, but quite a few still remain. There is some progress on the bond but it's not yet completed. Public Facilities has been asked to put a temporary extension on an incomplete downspout near the clerestory windows to help avoid winter ice damming.

New Business:

- DCLS Agreement for Extension of Library Service. Bosben shared the annual document with the Board which outlines the Library Board's obligations pertinent to receiving reimbursement funds from Dane County. Motion Baylis, second Varda, to approve the agreement as presented. Motion carried.

South Central Library System and/or Dane County Library Service Update:

Next meeting is December 13, 2022 at 5:15pm. Meeting has been moved up by one week.

Adjournment: Motion FitzRandolph, second Mirkes, to adjourn the meeting at 5:50 p.m. Motion carried.

Respectfully Submitted by
Denise Baylis