

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

Present: Jennifer Wankerl, Erica Wagoner, Mary Mirkes,

Also present: Pam Bosben

Absent: Jane Varda, Denise Baylis, Jennifer FitzRandolph, Andy Hartman

Call to Order: Wankerl called the meeting to order at 5:18 p.m.

Public Comment: None

Approval of Minutes from September 20, 2022 meeting (action item):

- Mary Mirkess motioned to approve the minutes. Wagoner seconded. Motion carried.

Treasurer's Report: The cash management account reported at \$47,743.65

The Public account reported at \$42,287.50

Revenues to the Village reported at \$225.85

Endowment reported at \$131,401.06.

Approval of Bills (action item): Wagoner motioned to approve the bills. Wankerl seconded. Motion Carried.

Reports:

Director's Report –

- Pertzborn Plumbing conducted the annual sprinkler system inspection, and discovered that the connectors on the outside hydrants attached to the building, were put on the wrong pipes when the building was constructed. Public Facilities director and fire chief checked things out and new parts are on order.
- The new telephone system is up and functioning. There has been a bit of a learning curve, but overall, things are going well.
- Public Facilities was out to check on batteries needed for the emergency lighting system. They are able to get the model needed, and will replace them when the new batteries arrive. We may still need the electrician to come out and program the system.
- Two new PCs were installed by SCLS. This is part of our staggered plan to replace 2-3 every year. The older PCs are being reimaged to replace the oldest public PCs.
- Our copy machine contract with Ricoh is up in December. No one from their office made contact about the pending cessation. A representative from a Wisconsin based company, Rhyme, met with me to discuss contracting with their company. They offer a great product and at an estimated cost to be the same or less than the Ricoh contract that was started five years ago. They are completely hands-on and make periodic visits to see how things are going.
- SCLS resumed their in-person annual visits this year. Jean Anderson, continuing education consultant, visited this year. The discussion included updates on how our library is doing, programs and services we've added, and a question of how SCLS can help moving forward.
- WKOW ran a short story on Mutzy's Monster Mash returning to the library grounds. The Berry's, who have worked long and hard to put up the display, were interviewed. There's a neat shot of a green faced ghouel standing next to the green library sign.

President's Report: None

Village Update: none.

Old Business:

- 2023 Budget: Village: Bosben reported on the department heads' discussion with the village president, pertinent to raises. There may be enough funds to provide up to a 4% raise. At the meeting, Bosben reiterated the lack of equity for library subordinate staff in the 2022 budget. Noted that the youth services position should receive more than the 4% increase to near a more equitable level with other subordinate employees in similar roles. Bosben stated at the meeting that part time salaries continue to lag far behind and the library cannot be competitive. To bring the positions up to \$13 and \$14 per hour would require approximately \$9000. The recreation director indicated there might be a small amount of funds in the parks and recreation budget that could be shifted to part-time library salaries.
- Roof update – the first anniversary of the first water intrusion was October 7th. The roofing company's bond continues to be pursued.

New Business:

- Library Logo: Bosben said the library is looking at having a new logo designed that would be more modern and fresh. Seeking information on area artists who specialize in this area. Asked the Library Board to let her know if they know of anyone.
- Closed Session:
 - Wagoner motioned to go into closed session at 5:37 pm to discuss holiday bonuses. Wankerl seconded the motion.
 - Wankerl make motion to come out of closed session at 5:42. Wagoner seconded.
 - Wankerl made motion to approve holiday bonuses using special funds held by the Library Board. Mirkes seconded. Motion passed.

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

Bosben reported that due to estimates coming in higher than anticipated, SCLS decided to pursue purchasing an already existing building for their new headquarters, rather than building new. They have purchased the former Lakeland College facility in Madison.

Next meeting is November 15, 2022 at 5:15pm

Adjournment: Mirkes motioned to adjourn the meeting at 5:50 p.m. Wagoner Seconded. Motion carried.

Respectfully Submitted by
Erica Wagoner