

**Rosemary Garfoot Public Library Board Meeting Minutes
March 21, 2023**

Present: Erica Wagoner, Jane Varda, Andrew Hartman, Denise Baylis

Not Present: Jennifer FitzRandolph, Jennifer Wankerl

Also present: Pam Bosben

Call to Order: Varda called the meeting to order at 5:15 p.m.

Public Comment: None

Approval of Minutes from February 21, 2023 meeting (action item):

- Wagoner motioned to approve the minutes.
- Varda seconded. Motion carried.

Treasurer's Report:

Public account reported at \$39,899.82

Revenues to the Village reported at \$1259.39

Cash management statement has not arrived.

Approval of Bills (action item):

Hartman motioned to approve the bills.

Baylis seconded. Motion Carried.

Reports:

Director's Report –

Director's Report March 2023

- Kelly McKewin has joined the library staff as the new assistant director. Kelly previously worked
- at the Middleton Public Library. New assistant director, quick learner, and one week in already has done great. Circulation experience in Middleton – already knows ILS circulation.
- Thanks to Liz Fayram, Friends of the Library President and member of the Madison Area Master
- Gardener's Association, for submitting a grant request to revitalize the library children's garden.
- The library received \$400 toward aesthetic and educational revamping of the garden.
- Some members of the library staff participated in CPR and AED training and are now Red Cross
- certified. Thank you to Joe Pertzborn for providing the training session.
- The library received memorial contributions to the library and library endowment in honor of
- Betty Foye.
- Department heads met to further the discussion and possible plan on implementing a step
- graded system for employee salaries. A resolution will be submitted to the Village Board.
- Catherine held a special storytime with musical guest, Catherine Olsen.
- If the weather cooperates, storytime sessions will move outdoors in April.

President's Report: None

Village Update:

- Hartman was the recipient of UEE Embassy – Spent 10 days in Dubai representing MCPASD
- Continued conversation on retaining high quality employees by demonstrating to them they are of value.

- Working on adjusting ordinance 206, for more transparency about what gets put on the Village agenda each meeting.

Old Business: NONE

New Business:

Hartman made a motion to move into a closed session.

Varda seconded.

Roll call vote: Varda, yes, Hartman, yes, Wagoner, yes, Baylis, yes.

Now in closed session.

Hartman Motion back into open session

Baylis seconded.

Roll call vote: Varda, yes, Hartman, yes, Wagoner, yes, Baylis, yes.

Now in open session.

Wagoner motioned: Effective April 3rd, I make a motion for an hourly increase of wages to \$15 for circulation managers and \$13 for Library Assistants.

Hartman seconded.

Motion Approved.

Discussion: Most of the increase will come from future savings from within the staffing budget. In the interim, increases will be taken from the Library's fund balance.

Hartman motioned to approve Adjacent County reimbursement funds request, to authorize South Central Library System to request next year's allocations.

Wagoner seconded.

Motion approved.

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

SCLS will be moving into their new headquarters in May, over the Memorial Day weekend. Libraries who are part of the ILS, will have no access to the ILS, public PCs and wireless will also not be accessible during this time.

All Directors Meeting involved presentations by consultants about potential increases in the 2024 budget that could impact members. Some factors will be delivery costs and technology costs.

Bosben wished to acknowledge and thank Hartman for his year as Village Board representative to the Library Board. The Board thanked Hartman for his support and care for the Library.

Next meeting is April 18, 2023 at 5:15pm

Adjournment:

Varda motioned to adjourn the meeting at 6:04 p.m. Hartman Seconded. Motion carried.

Respectfully Submitted by
Erica Wagoner