

**Rosemary Garfoot Public Library Board Meeting Minutes  
May 16, 2023**

**Present:** Erica Wagoner, Jane Varda, Denise Baylis, Jennifer Wankerl, Sarah Borchardt, Jenn FitzRandolph

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 April 18, 2023 meeting (action item):**

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

**Treasurer's Report:**

The cash management account reported at \$48515.51

The Public account reported at \$38,289.68

Revenues to the Village reported at \$2299.93

Endowment reported at \$127,378.26

**Approval of Bills (action item):**

- FitzRandolph motioned to approve the bills. Varda seconded. Motion Carried.

**Reports:**

**Director's Report – May 2023**

- I attended a Beyond the Page programming meeting in late April. Discussion involved collaborative grant projects and how that might look. The group came up with ideas based on audience, demographics, etc. One significant topic discussed was the possibility of engaging in a Banned Books Week event, in light of the censorship issues abounding around the country.
- Libraries received a listing of Beyond the Page programs they are interested in possibly hosting. Kelly and I ranked the programs and will wait to hear which one(s) we might be part of.
- The Friends of the Library had their best used book sale ever. They brought in over \$3000 in two days. Much appreciation to the Friends for their hard work and continued support of the library.
- Public Facilities is working on a few projects. They are repairing a number of children's chairs, replacing a broken floor outlet, and assessing a buzzing outdoor light. They also assembled the new laminator and work table.
- The Cross Plains Life Foundation is being dissolved. The library was one of many partners with this excellent organization. Jane and Bud Busch designated the library as recipient of funds left from the dissolution of the organization. We are grateful and humbled by this generosity. Over \$5,000

**President's Report: None**

**Village Update:**

- Village department heads working on proposed step- grade system, attract and retain employees.
- Pool feasibility committee is discussing whether to repair the current pool or build a new one. Where would the new pool be located was part of the discussion.
- Brush pick-up switch to once a month (instead of 2x month) in December.

**Old Business:**

- Staffing Situation: Bosben reported that the library has three new hires. Heather Galina and Marlina Pope McGiveron are the new circulation managers, and Lily Sherman has been hired as a LTE library assistant for the summer. New College student started in part-time role as well. The library is in high-gear training mode.

- Director search update: moving along on schedule. Five applicants with four viable candidates. Tracie Miller, SCLS consultant, helped with the vetting process. The adhoc director search committee will now decide which candidates to interview. Interviews are planned to take place on June 3<sup>rd</sup>.

**New Business:**

- Technology Services Agreement: Contract looks good. SCLS works to ensure system libraries are cared for within the agreement terms. Fees increasing in 2024. Typically fees increase annually, but might be higher next year. The fees will be addressed at the May All Directors Meeting and approved at the July meeting.  
Denise make a motion to accept the Agreement to Participate in SCLS Technology Services. Erica Seconded. Motion approved.
- Capital Improvement Plan: Bosben reported that Capital Improvement Plans (CIP) are due in July. For 2024, the library will request capital funds for a new water heater. Bosben is awaiting an estimate from the Library's plumbing firm, Goth Plumbing. Bosben will leave the estimate for the new director to include in the 2024 request. Bosben also noted that it's time to put together a new 5-year CIP. Items to be considered are: replacement of some areas of cork flooring; and pergola repairs and staining. Bosben stressed that it is imperative that all work follows LEED requirements such as no VOC glues, paints and stains.

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

- New SCLS headquarters open house was on April 25<sup>th</sup>. Trustee Wankerl attended and was thanked for representing the Library at this event. Wankerl reported that the building has a wonderful layout and that having all services under one roof, is smart way to go. The technology cutover date, as a result of the move, has been delayed, and will not occur until the end of June. Bosben noted that it's typical for best laid plans to be interrupted during building projects. Though the impact of the cutover happening during the middle of the busiest time of year for libraries, will be inconvenient, the back-up checkout system will alleviate some of the impact.
- Dane County Directors meeting was held last week. Censorship and collection development policies were key topics. The idea to form a small committee to look at member library censorship policies and see if current policies can be further tightened, was discussed. Also addressed was the resurrection of collaborative Beyond the Page humanities Programs, and an update on Dane County Library Standards.

**Next meeting is June 20, 2023 at 5:15pm**

**Adjournment:**

Varda makes a Motion to adjourn the meeting at 5:37 p.m.  
Fitz Seconded. Motion carried.

Respectfully Submitted by  
Erica Wagoner