

Rosemary Garfoot Public Library Board Meeting
Minutes
Tuesday, March 16, 2021

Present: Jennifer FitzRandolph Jane Varda, Carolyn Abbott, Bill Brosius, 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. **I. Approval of Minutes from February 2021 meeting (action item):**
 - a. Motion made by Kalscheur to approve February 2021 Board minutes. Brosius seconded. Motion carried.
- II. Amend the 12/15/2020 minutes. (action item):**
 - b. Motion made by Abbott to amend the December 2020 minutes to reflect accurate figures from the treasurer's report. Kalscheur seconded. Motion carried.
4. **Treasurer's Report:** The cash management account reported \$47,658.55. The General account reported at \$42,530.98. Revenues to the Village reported at \$4,331.17 which includes two cross-border reimbursements.
5. **Approval of Bills (action item):** Abbott motioned to approve the bills and Kalscheur seconded. Motion carried.
6. **Reports:**

Director's Report:

 - a. Adjacent County Reimbursement estimates have been published. If the estimates hold, RGPL will receive approximately \$3600 more in reimbursement next year.
 - b. Staffing levels will be down beginning in late June or early July due to a staff member taking family leave. The staff member will be out for twelve weeks.
 - c. The Waunakee Public Library has sent a request to SSM Health on behalf of library directors, requesting a special vaccination clinic be made available for SCLS member library staff who have not been vaccinated. The request is currently under consideration.
 - d. John Butler from Axiom and Russ Moss from Buckstaff were out to look at shelving end panels and canopies. They will provide a quote soon.
 - e. The latest Ripple Project seminar was Disrupting White Dominant Culture. Libraries also met to begin planning for public programming that will occur in 2022.
 - f. February and March Family Takeaways were Bird Identification Kits and a Marble Run project.
 - g. A staff member from ControlWorks stopped in to check on an issue with constant heat pumping into the east entrance foyer. An actuator was replaced.
 - h. Storytime children were treated to a special program by Catherine Olson called Music Together.
 - i. The library received a generous donation of titles from the Great Courses series.

President's Report:

 - a. *Storywalk* participants were seen enjoying the current installment which has been a great partnership between the library and the Parks & Rec department.

Village Update:

 - a. The Village Board approved the roof work for the library in spring 2021.
7. **Old Business:** None

8. New Business:

- a. **Telephone System:** The RGPL telephone system is beginning to malfunction and service is getting very difficult to schedule on the obsolete system. Bosben met with Integrated Business Systems to begin researching options for replacing the telephone system. Bosben presented a couple of options and discussion took place regarding the advantages and disadvantages of the different options. More research and discussion will take place in the coming months.
- b. **Endowment Disbursement (action item):** The Madison Community Foundation reported an endowment distribution of \$4,929.53 to RGPL. Discussion occurred and Brosius made a motion to transfer \$2,000 from the endowment fund distribution to the RGPL Audio Visual budget. Kalscheur seconded. Motion carried.

9. SCLS/DCLS/WPLA Updates:

All director's meeting scheduled for 3/19. Plans for reopening libraries that still do not have service hours due to COVID-19, as well as expanding service at libraries that are already open on a limited basis will be discussed.

10. The next meeting is Tuesday, April 20, 2021 at 5:15pm.

- 11. Adjournment:** Varda moved and Abbott seconded to adjourn meeting. Motion carried, and meeting adjourned at 6:07 pm.

Respectfully submitted by C. Abbott