

Rosemary Garfoot Public Library Board Meeting
Minutes
Tuesday, June 15, 2021

Present: Michael Pomykalski, Carolyn Abbott, Erica Wagoner, Diane Kalscheur

Also present: Pam Bosben

1. **Call to Order:** Kalscheur called the meeting to order at 5:16 pm.
2. **Public Comment:** None
3. **Approval of Minutes from June 2021 meeting (action item):**
Motion made by Abbott to approve May 2021 Board minutes. Pomykalski seconded. Motion carried.
4. **Treasurer's Report:** The cash management reported \$47, 664.78. The General account reported at \$43,345.13. Revenues to the Village reported at \$146.71.
5. **Approval of Bills (action item):** Pomykalski motioned to approve the bills and Wagoner seconded. Motion carried.
6. **Reports:**
Director's Report:
 - a. The HVAC system needs an expensive repair. The variable frequency drive on one of the rooftop units gave-out. This halted air circulation on the west side of the building. The technician put the entire system in occupied mode 24/7 to try to force cooler air from the east end of the building. The part arrived earlier than anticipated, and the library is back to efficient cooling.
 - b. Summer Library Program sign-up began and numbers have already surpassed last summer.
 - c. Summer Library kicked-off with a program from Magic Morgan and Lilianna. Magic Morgan and Lilianna combine the art of illusion and comedy to give the audience a program of humor, magic, mime and more. The program was held on Zoom and participation far surpassed last summer's program numbers.
 - d. Assistant Director, Loman, has been busy working on Takeaway Kits, some that are designed to be used in conjunction with on-line programs. The first kit is a magic kit containing some simple tricks. Kids are encouraged to send the library a photo or video of a magic trick they've performed so their names can go in a drawing for a complete magic kit.
 - e. The new StoryWalk® is being displayed across the front of the library in the windows.
 - f. RGPL will soon be adding board games to the library collection.
 - g. The Friends of the Library are meeting this week to begin planning a September book sale.
 - h. The Black Earth Historical Society is working on a National Endowment for the Humanities grant proposal that is requesting funds for digitization of the *News Sickle Arrow* from 1915 on. The maximum grant request would not be enough to cover the entire project. They asked if Cross Plains and Mazomanie libraries would be willing to write companion grant proposals. Awaiting more information to see if the project is doable in terms of the time-line.**President's Report:**
 - a. None**Village Update:**
 - b. Per village mandate, masks to be worn in buildings until Sept. 1.
7. **Old Business:**
 - a. **Telephone System:** The RGPL old phone system is out-of-date and performing unreliably. Bosben has been researching the options for replacement: cloud-based and premise-based. RGPL has received three options and two quotes. More discussion and assessment to come.

8. New Business

a. **2022 Dane County Operational and Facility Reimbursements**

The methodology for reimbursement to Dane County libraries will change for the 2022 reimbursement due to COVID. Reimbursement in 2022 will be calculated on a 3-yr average excluding 2020 as it was an anomaly year. Future years' reimbursements will also not include 2020 in the rolling 3-yr averages. The 2022 reimbursement will be the same as 2021. Possibility of a slight reduction depending upon delivery costs.

b. **2022 Budget: Preliminary Information**

RGPL has begun the annual budget planning process. The Village held a work meeting to have a preliminary discussion on the budget, goals and a work session on immediate and long-range planning topics. Bosben identified preliminary items expected to impact the library budget for 2022 and beyond.

9. **SCLS/DCLS Updates:**

- a. **SCLS:** Bosben attended the May All-Director's meeting. The preliminary budget discussion identified the increase in 2022 technology ILS fees.

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

11. **Adjournment:** Wagoner moved and Pomykalski seconded to adjourn meeting. Motion carried and meeting adjourned at 6:15 pm.

Respectfully submitted by C. Abbott