

Rosemary Garfoot Public Library Board Meeting
Minutes
Tuesday, July 20, 2021

Present: Michael Pomykalski, Jane Varda, Carolyn Abbott, Jennifer FitzRandolph

Also present: Pam Bosben

1. **Call to Order:** FitzRandolph called the meeting to order at 5:17 pm.
2. **Public Comment:** None
3. **Approval of Minutes from June 2021 meeting (action item):**
Motion made by Abbott to approve June 2021 Board minutes. Pomykalski seconded. Motion carried.
4. **Treasurer's Report:** The cash management reported \$47, 666.95. The General account reported at \$43,369.83. Revenues to the Village reported at \$116,928.20.
5. **Approval of Bills (action item):** Pomykalski motioned to approve the bills and Abbott seconded. Motion carried.
6. **Reports:**
Director's Report:
 - a) One of the library part-time employees has found full-time employment and will be done at the end of July. This coupled with another staff member out on family leave, will result in a critical staffing shortage. The library will be closed on Saturdays in August until a new person is hired, or the staff member on family leave returns.
 - b) The roofing project has not yet begun. We were told the project should begin mid-July. Bosben was contacted by the roofing company last week and asked to send them a photo for a color match of the shingles, metal and soffits. An accurate color match cannot be achieved using a photograph. Bosben let them know they needed to send over a professional to get as accurate a match as possible. They agreed, and stopped in on July 19.
 - c) Summer program continues to go very well. Participation is way up over last year, though less than previous years. RGPL anticipate numbers will be closer to "normal" once all programming can be held in-person.
 - d) Children's librarian, Baer, has conducted two outdoor storytimes with guest readers. This is the first time storytime participants have been able to attend in-person. It's going so well, so storytimes will continue this way into October.
 - e) Staff are expressing concern over the number of unmasked children in the library. Concerns are about the transmission of the Delta variant and the vulnerability of children who have not been vaccinated. Unfortunately, we cannot require masks with the mandate no longer in-place. We have ordered child-size masks and will put them in a visible spot with accompanying recommendations.
- President's Report:**
 - a. None
- Village Update:**
 - b. Village well project underway.
7. **Old Business:**
 - a. **Phase III Re-opening update:** RGPL is organizing conference room space and scheduling usage. Occupancy tickets no longer need to be taken at the front door and the second entrance is unlocked. Study rooms are now open and limited to 2 people in the small space. Patrons are happy to see things returning to a quasi-normal status.

- b. **Future Library Board Meetings Location (action item):** Fitzgerald made a motion to continue RGPL board meetings on Zoom and revisit the decision in the future. Pomykalski seconded and the motion carried.
 - c. **Telephone System (possible action item):** Pomykalski motioned to go with VOIP system with TDS. FitzRandolph seconded and the motion carried.
 - d. **2022 Budget draft (action item):** Draft budget submitted to village August 6. Discussion by the board took place regarding potentially not making the annual \$2000 transfer from the Endowment Fund to the Fund Balance account. Board decided to proceed with status quo. Bosben presented the draft 2022 budget. FitzRandolph made a motion to approve the 2022 draft budget. Pomykalski seconded, and the motion carried.
Bosben also reported on the three supplemental requests that will be identified to the Village: phone system, part-time and full-time salaries.
8. **New Business:** None
9. **SCLS/DCLS/WPLA Updates:**
- a. **SCLS:** Bosben attended the recent meeting which focused on the 2022 SCLS ILS/technology budget. Members voted on 2022 fees. Two scenarios would have used contingency funds to reduce fees. Those scenarios were voted on and failed. Cross Plains fees will increase by \$778
10. **The next meeting is Tuesday, August 17, 2021 at 5:15pm.**
11. **Adjournment:** Abbott moved and FitzRandolph seconded to adjourn meeting. Motion carried and meeting adjourned at 6:33 pm.

Respectfully submitted by C. Abbott