

Rosemary Garfoot Public Library Board Meeting
Minutes
Tuesday, September 21, 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 5:18 pm.
2. **Public Comment:** None
3. **Approval of Minutes from August 2021 meeting (action item):**
Motion tabled until next month's meeting for trustee coverage.
4. **Treasurer's Report:** The cash management reported \$47, 671.15. The General account reported at \$41,023.23. Revenues to the Village reported at \$40.85.
5. **Approval of Bills (action item):** Pomykalski motioned to approve the bills and Abbott seconded.
Motion carried.
6. **Reports:**
Director's Report:
 - The Friends of the Library had an amazing book sale this year. They brought in over \$3000, the highest they've ever achieved. These much-needed resources will support the summer library program in 2022. Infinite thanks to our fabulous Friends group.
 - The roofing project commences on Monday, September 27. The village engineering firm and village administrator will stop by to monitor the project. The project is estimated to take one month.
 - Two of the three open positions have been filled. Brandi Duncan joins the staff as a circulation manager, and Lee Atterbury joins the staff as a library assistant.
 - Pertzborn Plumbing and Fire completed the annual backflow preventer test that requires a document filed with the state. Everything was fine. The alarm company made an error and failed to take the system off-line, resulting in a visit from the fire department. A complaint was filed with the company.
 - Bosben and Loman attended a Ryan Dowd webinar on how to ask someone to leave the library without calling the police. Excellent tips were presented.
 - The annual South Central Library System interview of member libraries was conducted via Zoom. Kerrie Goeden, HR & Finance coordinator, conducted this year's interview. The conversation revolved around COVID-19 impacts, lessons learned, changed services and more.
 - Bosben and Loman attended the annual Tech. Days webinars. Both participated in Emerging Trends, and Bosben participated in Video Production.
 - Children's librarian, Baer, attended the CCBC book sale and scored some wonderful purchases at bargain prices.
 - Outdoor storytimes are going very well. Once the weather gets cold, programs will go back on Zoom.
 - Zoom Lego Club resumes next week.
- President's Report:**
 - a. None
- Village Update:**
 - b. None
7. **Old Business:**

2022 Budget: Village has scheduled meetings to review budget inputs.

8. New Business: Village Board Meeting-Employee Salary Discussion

Board received multiple supplemental requests from multiple departments. Bosben submitted a supplemental salary request for two full-time employees and an updated proposal to ensure equity alignment.

9. SCLS/DCLS/WPLA Updates:

- a. **SCLS:** DPI approved using AARPA pandemic funds for libraries. Grant money identified to facilitate requests.

10. The next meeting is Tuesday, October 19, 2021 at 5:15pm.

- 11. Adjournment:** Abbott moved and Wagoner seconded to adjourn meeting. Motion carried and meeting adjourned at 6:21 pm.

Respectfully submitted by C. Abbott