

Rosemary Garfoot Public Library Board Meeting
Minutes
Tuesday, February 21, 2017

Present: Jennifer Wankerl, Jennifer FitzRandolph, Sue Schuetz, Carolyn Abbott, Ellen Alberts, Steve Schunk
Also present: Pam Bosben

1. **Call to Order:** Wankerl called the meeting to order at 5:18pm.
2. **Public Comment:** none
3. **Approval of Minutes from January 17, 2017 meeting:** Wankerl moved to approve and Schuetz seconded. Motion carried.
4. **Treasurer's Report:**
5. Public I account reported at \$10,477.36, cash management account reported at \$62,613.93, operating revenues from January, reported at \$5671.98.
6. **Approval of Bills (action item):** Schuetz motioned to approve the bills and Schunk seconded. Motion carried.
7. **Director's Report:**
 - a. Day of Learning program had a nice turnout. The event included a reading of *I am Jazz* and a conversation about transgender youth. The local newspaper was present for the entire event, and published a photo and article in the News Sickle Arrow.
 - b. Equipment Trial: RGPL staff tried out two pieces of equipment from South Central Library System.; a 3-D printer and a printing press. More equipment will be trialed throughout the year. The intention is to either use the equipment in future programs, or consider purchasing equipment for the Maker Space use.
 - c. Bosben and Loman participated in the Wild Wisconsin Winter webinars. The focus was on topics such as technology, personnel, programming, etc.
 - d. Bosben and Loman participated in the Music & Memory training program. RGPL is now a certified library. RGPL is in the process of planning the program components and that will serve the RGPL community.
 - e. H&H replaced some faulty thermostats and fixed issues with the radiant floor heat.
 - f. The faulty toilet in the staff bathroom was replaced.
 - g. Midwest Alarm conducted the annual fire and smoke detection testing.
 - h. Maintenance on outside walkway lights that were not working was conducted. Public Works employees figured out the problem and fixed it. All the walkway light bulbs were replaced with the new LED versions.
 - i. Circulation Services Manager, Abby, finished her last day on February 16.
 - j. Audit conducted on February 24.
8. **Old Business: Boiler Repair** – Director Bosben has been in touch with General Heating & Cooling, the vendor selected by the Village Board to do the repair.
9. **New Business:**
 - a. **RGPL Annual Report (action item):** Bosben presented the annual report. Abbott made a motion to approve the Annual Report as submitted, and Schunk seconded.
10. **SCLS/DCLS Updates:** RGPL is hosting the March DCLS meeting.
11. **Next meeting is Tuesday, March 21, 2017 at 5:15pm.**
12. **Adjournment:** Schunk moved and FitzRandolph seconded to adjourn meeting. Motion carried and meeting adjourned at 6:10pm.