

Rosemary Garfoot Public Library Board Meeting

Minutes

Monday, September 19, 2017

Present: Jennifer Wankerl, Jennifer Fitz-Randolph, Carolyn Abbott, Mary Mirkes, Diane Kalscheur

Also present: Pam Bosben

1. **Call to Order:** Wankerl called the meeting to order at 5:19 pm.
2. **Public Comment:** none
3. **Approval of Minutes from August 17, 2017 meeting (action item):** Motion made by Mirkes to approve August 17 Board minutes. Fitz-Randolph seconded. Motion carried.
4. **Treasurer's Report:** The public account for August reported at \$11,428.49, and cash management account reported at \$62,599.12. Revenues to Village reported at 376.96.
5. **Approval of Bills (action item):** Kalscheur motioned to approve the bills and Abbott seconded. Motion carried.
6. **Director's Report:**
 - a. The Historical Society has approved the Memorandum of Understanding addressing their collections and archived materials.
 - b. RGPL hosted an educational eclipse program featuring John Heasley as the speaker. More than 60 people attended to hear the fun and educational talk. RGPL generously provided eclipse viewing glasses to registered attendees.
 - c. The Eclipse Party, hosted by RGPL, was a huge success with almost 100 people attending throughout the afternoon on August 21, the day of the total eclipse. Music, refreshments, and NASA coverage were provided, and attendees proffered numerous comments of appreciation.
 - d. The Seed Saving program had a great turnout. U.W.-Extension provided the expert presenter.
 - e. The Village had a first-ever all staff meeting, and training for dementia was planned for this in-service meeting. Northwest Dane Senior Outreach provided the dementia training. The Library is now a certified dementia-friendly facility.
 - f. The library received a donation in honor of the Friends of the Library president, Tom Gross. His sister made the donation to honor his birthday and years of library support.
 - g. Bosben attended the annual Tech. Day program. The morning session focused on technology trends including AI and wearable tech. The afternoon session focused on promoting the library through social media.
 - h. Bosben attended a regional meeting on the Public Library System Redesign (PLSR).
 - i. The Friends of the Library facilitated over \$1500 in donations with its successful book sale.
 - j. HVAC repairs are completed. Contact has been made again with the firm that handles the HVAC computer program. Repairs related to the boiler programming are expected soon.
7. **Old Business:** 2018 Budget Update – The 5-year anticipated capital costs were submitted to the Village.

The capital costs currently anticipated in the next five years are the replacement of the motors in the roof-top units, and the addition of increased shelving beginning in 2019.

8. **New Business:** None
9. **SCLS/DCLS/WLA Updates:**

Integrated Library System – ILS Update:

A major project is underway to address the future requirements of the SCLS integrated library system (ILS). Bosben has been appointed to the Lead Team which is the group that will assist SCLS technology staff in guiding the future requirements/selection for SCLS's ILS. This group will help assess and synthesize the advantages and disadvantages of the demonstrated products. The Lead Team will meet with vendors to understand costs, capabilities, and timing for the proposed new ILS, and present its findings at the November All-Directors meeting.

Bosben is also serving on the Flipster committee whose mission is to select and price-out titles for the shared periodicals database.

In Dane County news, there are 3 new libraries in the works: Waunakee, Oregon and the Madison Pinney Branch. Bosben also reported that Dane County librarians are discussing the possibility of a county-wide all-day, all-staff in-service in 2018. The in-service will be the Ripple Project focusing on racial equity and social justice.

10. **Next meeting is Tuesday, October 17, 2017 at 5:15 pm.**

11. **Adjournment:** Kalscheur moved and Mirkes seconded to adjourn meeting. Motion carried and meeting adjourned at 5:56 pm.

Respectfully submitted by C. Abbott