

Rosemary Garfoot Public Library Board Meeting
Minutes
Tuesday, December 14, 2021

Present: Michael Pomykalski, Erica Wagoner, Diane Kalscheur, Jane Varda, Jennifer FitzRandolph

Also present: Kris Loman

1. **Call to Order:** FitzRandolph called the meeting to order at 5:20 pm.
2. **Public Comment:** None
3. **Approval of Minutes from November 16, 2021 meeting (action item):**
Wagoner motioned to approve the November 2021 minutes and Varda seconded. Motion carried.
4. **Treasurer's Report:** The Public Account reported at \$40,549.26. Revenues to the Village reported at \$8.85. No statement for the Cash Management report.
5. **Approval of Bills (action item):** Pomykalski motioned to approve the bills and Wagoner seconded. Motion carried.
6. **Reports:**
Director's Report:
 - The library is once again impacted by staff shortages with a resignation effective January 1 and another staff member out on medical leave. Hours will be adjusted to accommodate these shortages.
 - The new telephone system will likely not be installed until spring due to difficulty in accessing the underground fiber.
 - There was a significant computer/wireless outage in late November with SCLS libraries being without access for one day. The outage was due to a line being cut.
 - Kris had a winter folklore program on Zoom on December 8.
 - The library received a nice donation of jigsaw puzzles that will be added to the collection.
 - Pertzborn Plumbing conducted the quarterly sprinkler system maintenance. Everything was in order.
 - 1901 was out to repair a valve and connector that had corroded due to a leak. It was discovered when a sodden ceiling tile fell to the floor.
 - Catherine, Kris and I met to discuss events and projects for early 2022, including summer library program. Catherine will be away during the first two weeks of the program. She is working on coordinating people to run the program in her absence.
- President's Report:**
 - a. None
- Village Update:**
 - b. 2022 Budget has been approved. Contract with Town & Country approved with move to new bins. Grant awarded from Dane County Parks to improve trails by Gils Way and Bourbon Road.
7. **Old Business:**
 - a. **Roof Update.** Not much progress on the roof. Some work happening around the rooftop units. The village has had their insurance company take over the issues around remediation and repair. An adjuster has been out to the library. The village insurance company will deal with the roofing company in terms of reimbursement. ServiceMaster has surveyed the building and will bid on the repair project.
8. **New Business**
9. **SCLS/DCLS/WPLA Updates:**
10. **The next meeting is Tuesday, January 17, 2021 at 5:15pm.**
11. **Adjournment** Varda moved and Pomykalski seconded to adjourn meeting. Motion carried and meeting adjourned at 5:50 p.m.

Respectfully submitted by E. Wagoner