

Minutes of the Waupun Public Library Board Meeting November 19, 2018

The monthly meeting of the Waupun Public Library Board was called to order by Claudia Waskow, President, at 4:17 p.m. on Monday, November 19, 2018. Also present were Martens, Sullivan, Kaczmariski, Procise, Hintz, Jaeger, and Rohrer. Garcia was absent.

ARTICLE I: Motion by Sullivan, supported by Martens, to accept the minutes of the October 22, 2018 meeting as written. Motion carried.

ARTICLE II: Personal appearance: Bruce Smith from Wisconsin Library Service (WiLS). Mr. Smith presented the Board with an overview of the Five Year Strategic Planning process facilitated by WiLS, then provided the opportunity for the Board members to ask any questions concerning the process.

ARTICLE III: Monthly statistics.

1. Circulation/downloads through end of October was 123,913 items, up 5.2 % YTD.
2. Rural Circulation up 5.7% YTD.
3. Library visits through the end of October was 60,307 people, up 3.8% YTD.

ARTICLE IV: Current budget was reviewed. No concerns noted.

ARTICLE V: Motion by Martens, supported by Procise, to pay the bills as presented. Motion carried 7-0 on roll call.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarian's Report.

a. The Library received a \$5,000 grant from Nelson G. and Vera C. Hicks Charitable Foundation. These funds will be used to fund the 2019 Summer Reading Program and to enhance the youth area of the library.

b. The Waupun Times newspaper from 1883-1903 has been digitized and loaded online at Wisconsin Newspaper Association. Badgerlink is an online database free for all Wisconsin residents

c. The library again hosted the judges for the annual VFW Patriot's Pen essay and Voice of Democracy speech competitions. Local winners move on to regional competition in the pursuit of VFW scholarships. Judges: Bret Jaeger, Kristine Snow, Kyle Clark, and Hank Snyder.

d. Programs: Book talks:

1. Vietnam War Veteran, and author, Gerry Stiemsma/ 31 people attended.
2. Mary Rens, author, and Gerri Buteyn, illustrator/ 134 people attended.

ARTICLE VII. No Old Business.

- a. A discussion followed Mr. Smith's presentation of the overview of the Five Year Library Strategic Plan. It was decided that the board members review the information presented and be prepared for a more in-depth discussion at the December meeting.

ARTICLE IX: New Business.

- a. Motion by Procise, supported by Sullivan, to adopt the 2019 Combined Budget as presented. Motion carried 7-0 on roll call.
- b. Motion by Rohrer, supported by Kaczmarski, to accept the Library Assistant IV (Circ Librarian) job description, with the following deletion in the first paragraph, SUMMARY of, "the conference and board," and the addition in its place to, "meeting." The phrase will read, "the scheduling of the meeting rooms." Motion carried.

ARTICLE X: Motion by Procise, supported by Martens, to adjourn at 5:30 p.m. Motion carried.

Next tentative meeting: December 17, 2018, at 4:15 p.m.

SANDRA ROHRER Secretary
SR/bkj