

Minutes of the August 30, 2022, Meeting of the Ripon Public Library Board of Trustees

The meeting was called to order at 5:00 p.m. by president Lauren McConnell. Other trustees present were Janet Vossekui, Gary Will, Doug Iverson, Travis Liptow (left meeting at 5:30 p.m.) and Andrew Prellwitz. There are currently two vacancies on the board. Desiree Bongers and Nancy Baird were also present.

Mr. Prellwitz moved, Mr. Iverson seconded, to approve the minutes of the July 26, 2022, meeting. Motion carried.

A report on library activities was presented by Director Bongers. Included in the report were the following: staff in-service; county board rep; health insurance; Dickens events; donations to the Renovation Project totaling \$27,000. Highlights of July statistics: in person circulation was 8,755; the door count was unavailable; 249 patrons checked out 1,529 items on OverDrive and 96 items on hoopla; there were 328 Internet sessions; 378 GB was downloaded on wireless and 513 unique wireless devices were used; a cumulative total of \$4,815 in fines and fees has been collected through the end of July.

The board reviewed the payment of the August 2022 invoices totaling \$5,695.52.

The board discussed formation of a Strategic Planning Committee. Mr. Prellwitz will chair the committee; he, Mrs. McConnell and Director Bongers will meet to develop the committee.

The board reviewed the Materials Selection Policy and Request for Reconsideration form. Board members with library backgrounds will review them more closely and bring any suggested changes back to the board.

The board discussed December holiday hours. Mrs. Vossekui moved, Mr. Iverson seconded, to remain open regular hours on December 23 and December 26 with staff who work those days to receive floating holiday time to be used in December in exchange. Motion carried.

The board discussed the draft of the 2023 budget, which includes significant health insurance increases and the city's projected 3% staff raise. Mr. Iverson moved, Mr. Prellwitz seconded, to approve the budget. Motion carried.

The board received an update on the Campaign Planning Committee.

- Mr. Prellwitz moved, Mr. Will seconded, to accept the proposal from Amy Arnetveit for design and printing of the campaign brochure, to be paid for from the RPL Fund. Motion carried.
- The board discussed inclusion of a "letter from the board" in the campaign brochure.
- Mrs. Vossekui moved, Mr. Prellwitz seconded, to approve the Naming Rights Policy. Motion carried.
- Mr. Will moved, Mr. Iverson seconded, to approve the naming and recognition opportunities. Motion carried 4-1.
- The board discussed engaging Engberg Anderson to develop an entryway design. Director Bongers will follow up and request a quote.

The next board meeting is scheduled for Tuesday, September 27, 2022, at 5:00 p.m. in the Silver Creek Room. Meeting adjourned at 6:13 p.m.

Respectfully submitted,
Desiree M. Bongers
Library Director