

## **Minutes of the February 25, 2020 Meeting of the Ripon Public Library Board of Trustees**

The meeting was called to order at 5:02 p.m. by vice-president Ted Grant. Other trustees present were Doug Iverson, Deanna Boone and Andrew Prellwitz. Desiree Bongers and Laura Iverson were also present.

Mrs. Boone moved, Mr. Iverson seconded, to approve the minutes of the January 28, 2020 meeting. Motion carried.

A report on library activities was presented by Director Bongers. Included in the report were the following: Webster Grant; vacation; LLD; concerning patron behaviors; senior center partnership; Nola Rasseke memorial donations. Highlights of January statistics: in person circulation was 10,455; the door count was 6,470; 206 patrons checked out 1,431 items on OverDrive; there were 542 Internet sessions; 220 GB was downloaded on wireless and 557 unique wireless devices were used; 453 reference and 476 directional questions were answered; a cumulative total of \$743 in fines and fees has been collected through the end of January.

The board reviewed the payment of the February 2020 invoices totaling \$8,376.33.

The board reviewed the 2019 annual report and had a discussion regarding system leadership. Mr. Prellwitz moved, Mrs. Boone seconded, to approve the 2019 annual report statement regarding system leadership. Motion carried.

The board received a report on the 2019 Giving Tuesday campaign. Nearly \$14,000 was received, of which \$10,755 was undesignated and has been deposited into the library's fund at the OACF. Director Bongers requested that a portion of the undesignated funds be used to send additional staff to the spring WAPL Conference. Mr. Prellwitz moved, Mrs. Boone seconded, to send six staff members to the spring conference and cover expenses as necessary, including WLA membership, conference registration, luncheons, and mileage, using funds from the Ripon Public Library Fund at the OACF. Motion carried.

The board discussed the LED lighting proposals for bulbs, installation, and disposal. Mr. Grant moved, Mr. Prellwitz seconded, to accept the estimate from Moderow pending confirmation of the lifespan of the bulbs and to pay for the bulbs from the operating budget and installation and disposal using funds from the Ripon Public Library Fund at the OACF. Motion carried.

The board discussed the elimination of fines. Several small libraries have become fine free or are planning to soon, and Neenah and Menasha have set a goal to be fine free by 2021. The main staff concern is how to get materials with holds returned in a timely manner if there are no fines.

The next board meeting is scheduled for Tuesday, March 31, 2020 at 5:00 p.m. in the Jorgenson Room. Meeting adjourned at 5:35 p.m.

Respectfully submitted,

Desiree M. Bongers  
Library Director