

**Minutes of the January 28, 2020 Meeting of
the Ripon Public Library Board of Trustees**

The meeting was called to order at 5:00 p.m. by vice-president Ted Grant. Other trustees present were Doug Iverson, Deanna Boone, Martin Farrell and Amy Rachuba. Desiree Bongers was also present.

Mr. Farrell moved, Mrs. Boone seconded, to approve the minutes of the November 26, 2019 meeting. Motion carried.

A report on library activities was presented by Director Bongers. Included in the report were the following: staffing changes; office purchases; RC library card drive; new collection; nonfiction reorganization; display case; HVAC; building rekey; resignation of Mrs. Rachuba. Highlights of November statistics: in person circulation was 10,153; the door count was 6,157; 189 patrons checked out 1,073 items on OverDrive; there were 390 Internet sessions; 208 GB was downloaded on wireless and 540 unique wireless devices were used; 322 reference and 330 directional questions were answered; a cumulative total of \$13,105 in fines and fees has been collected through the end of November. Highlights of December statistics: in person circulation was 9,302; the door count was 5,093; 196 patrons checked out 1,200 items on OverDrive; there were 429 Internet sessions; 247 GB was downloaded on wireless and 436 unique wireless devices were used; 321 reference and 312 directional questions were answered; a cumulative total of \$14,585 in fines and fees has been collected through the end of December.

Mrs. Scanlon arrived at 5:05 p.m.

The board reviewed the payment of the December 2019 invoices totaling \$18,007.04 and January 2020 invoices totaling \$40,428.93.

The board received an update on the 2019 Giving Tuesday campaign. Nearly \$14,000 has been received. A full report will be presented at the February board meeting.

The board discussed the LED lighting proposal. While in favor of replacing the light bulbs, the board would like a professional electrician to do the work and asked Director Bongers to seek quotes to consider for the February board meeting.

The board discussed the elimination of fines. Director Bongers updated the board on the discussion at the Winnefox Directors meeting. Many directors are in favor of it in theory but would like a way to encourage patrons to return the materials in a timely manner. There are limitations within the circulation system concerning the ability to block cards when items are overdue. Some directors are also concerned about the budget impact of eliminating fines.

The next board meeting is scheduled for Tuesday, February 25, 2020 at 5:00 p.m. in the Jorgenson Room. Mrs. Scamehorn will miss the February meeting. Meeting adjourned at 5:35 p.m.

Respectfully submitted,

Desiree M. Bongers
Library Director