

**Minutes of the January 3, 2024, 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 Doug Iverson, Janet Vossekuil, Andrew Prellwitz, Travis Liptow and Mary Madderom. Desiree Bongers and Debbi Konecny (5:02 p.m. to 5:50 p.m.) were also present.

Mr. Prellwitz moved, Mrs. Madderom seconded, to approve the minutes of the November 28, 2023, meeting. Motion carried.

A report on library activities was presented by Director Bongers. Included in the report were the following: Page updates; checking account; long distance; plumbing issue; grant applications; staff illnesses; upcoming events. Highlights of November statistics: in person circulation was 6,571; the door count was 4,136; 277 patrons checked out 1,640 items on OverDrive and 219 items on hoopla; there were 270 Internet sessions; 677 GB was downloaded on wireless and 531 unique wireless devices were used; a cumulative total of \$6,499 in fines and fees has been collected through the end of November.

The board reviewed the payment of the December 2023 invoices totaling \$28,062.52 and credit card charges of \$185.35.

The board reviewed the roles and expectations of library board members. Committees and assignments were reviewed but due to the absence of two members no changes were made at this time. This will be on the agenda for the next meeting.

It was decided that the discussion of the update of the Library Director's 2023 annual review goals needs to take place in closed rather than open session. This will be on the agenda for the next meeting.

As such, the board postponed the discussion of the Library Director's 2024 goals and priorities.

The board discussed the next steps for the Renovation Project. The Giving Tuesday campaign has been going well though there is still a gap between the amount raised and the amount needed. The library, with assistance from the city, will be applying for a grant for the project available through the state of Wisconsin.

The board reviewed the allocation of the Ripon Public Library's funds at the Oshkosh Area Community Foundation.

The next board meeting is scheduled for Tuesday, January 30, 2024, at 5:00 p.m. in the Silver Creek Room. Ms. Vossekuil and Mrs. Madderom will be out of town. A Zoom option will be available. The meeting was adjourned at 6:00 p.m.

Respectfully submitted,
Desiree M. Bongers
Library Director