

**Minutes of the March 29, 2022, Meeting of  
the Ripon Public Library Board of Trustees**

The meeting was called to order at 5:00 p.m. by president Andrew Prellwitz. Other trustees present were Kim Scanlon, Jonathan Gatzke, Martin Farrell, Doug Iverson, Lauren McConnell and Travis Liptow. Desiree Bongers was also present.

Mr. Iverson moved, Mr. Farrell seconded, to approve the minutes of the February 22, 2022, meeting. Motion carried.

A report on library activities was presented by Director Bongers. Included in the report were the following: death of FDL Co. Exec. Allen Buechel; Webster Grant; Arbor Day celebration; Roku and Hotspots; MS Office; Friends annual meeting and book sale; staff maternity leave. Highlights of February statistics: in person circulation was 7,298; the door count was 3,716; 228 patrons checked out 1,407 items on OverDrive and 102 items on hoopla; there were 322 Internet sessions; 303 GB was downloaded on wireless and 369 unique wireless devices were used; a cumulative total of \$837 in fines and fees has been collected through the end of February.

The board reviewed the payment of the March 2022 invoices totaling \$13,783.03.

The board reviewed Covid-19 protocols, specifically mask requirements for staff. Mr. Iverson moved, Mrs. Scanlon seconded, to follow city guidelines for staff masking, which are currently masks optional when community spread is at the low or medium level and masks required at the high level with levels based on CDC statistics. Motion carried.

The board discussed the Roku checkout parameters. Mr. Gatzke moved, Mr. Iverson seconded, to shorten the loan period to 7 days for Roku and to lower the fine to \$1 per day. Motion carried.

Director Bongers provided an update on the status of fundraising and has a meeting scheduled with Ms. Sweeney for April 1.

The next board meeting is scheduled for Tuesday, April 26, 2022, at 5:00 p.m. in the Silver Creek Room. Meeting adjourned at 5:21 p.m.

Respectfully submitted,

Desiree M. Bongers  
Library Director