

**Minutes of the Waupun Public Library Board Meeting
January 21, 2013**

The monthly meeting of the Waupun Public Library Board was called to order by Amy Pike, President, at 4:15 p.m. on Monday, January 21, 2013. Also present were Vanderkin, Procise, Gubin, Jaeger, and Garcia. Rohrer, Martens, and Waskow were absent. With the absence of the Secretary, Jaeger volunteered to record the minutes.

ARTICLE I: Motion by Vanderkin, supported by Procise, to accept the minutes of the December 17, 2012 meeting as written. Motion carried.

ARTICLE II: There was no citizen or visitor appearance.

ARTICLE III: Monthly statistics

- a. Total circulation was a record 153,06 items going out of the library in 2012.
- b. Collection agency: Dollars received since May 1999/ \$15,360.44
Materials returned since May 1999/ \$24,224.70

ARTICLE IV: Current budget was reviewed. Jaeger noted that with the three retirements, the retirement payouts were added to the salary line item.

ARTICLE V: Motion by Procise, supported by Vanderkin, to pay the remaining December 2012 bills as presented. Motion carried. Motion by Vanderkin, supported by Procise, to pay the January 2013 bills as presented. Motion carried. In absence of the Secretary, Vanderkin was appointed to sign both lists of bills.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarian's Report

- a. The library was locked down on December 21 when a threat to the building was reported.
- b. Retiree Reception for the three retiring staff members was truly appreciated by the retirees.
- c. New front door locking system was described.
- d. Jaeger will be meeting with a member of Waupun Fine Arts to review possible locations in the library for smaller art exhibits.
- e. Jaeger noted the various end of year reports available at the back of the Board packets.
- f. Discussed request of square dance group, and Board did not approve use of meeting room due to lack of actual dance floor and time requested.

ARTICLE VIII: No Old business.

ARTICLE IX: New business.

- a. Motion by Vanderkin, supported by Gubin, to approve 80 hours of paid vacation for Heather Van Buren effective March 26, 2013. Motion carried.
- b. Motion by Procise, supported by Gubin, to approve part-time employees Donna Maxwell and Doreen Lont, who were hired before January 1, 2011, receiving the longevity amount of \$150 yearly with no increase in the future as part-time employees. Motion carried.

ARTICLE X: Motion by Procise, supported by Vanderkin, to adjourn the meeting at 4:54 p.m. Motion carried.

Next meeting is scheduled for Monday, February 18, 2013 at 4:15 p.m.

Bret Jaeger, Acting Secretary