

**Minutes of the Waupun Public Library Board Meeting
March 18, 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, March 18, 2013. Also present were Martens, Vanderkin, Waskow, Gubin, Jaeger, and Garcia. Rohrer and Procise were absent. With the absence of the Secretary, Jaeger volunteered to record the minutes.

ARTICLE I: Motion by Vanderkin, supported by Waskow, to accept the minutes of the February 18, 2013 meeting as written. Motion carried.

ARTICLE II: There was no citizen or visitor appearance.

ARTICLE III: Monthly statistics.

- a. Total circulation was up 4.5% through the end of February.
- b. Collection agency: Dollars received since May 1999/ \$15,589.44
Materials returned since May 1999/ \$24,425.64

ARTICLE IV: Current budget was reviewed.

ARTICLE V: Motion by Martens, supported by Gubin, to pay the March 2013 bills as presented. Motion carried. In absence of the Secretary, Vanderkin was appointed to sign the list of bills.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarian's Report.

- a. Waupun High School photography exhibit currently on 2nd floor.
- b. All tax forms finally arrived.
- c. Jaeger finished with history of the library since 1990.
- d. Active Shooter guidelines for staff were reviewed by police.
- e. Wisconsin Association of Public Libraries conference May 1-3.

ARTICLE VIII: No Old business.

ARTICLE IX: New business.

- a. No action taken on Waupun Fine Arts Agreement since Jaeger is still waiting to hear back from City Attorney.
- b. Motion by Waskow, supported by Vanderkin, to approve the County Funds Expenditure Guideline as submitted by Jaeger. Motion carried.
- c. Motion by Vanderkin, supported by Waskow, to raise the petty cash ceiling to \$150.00. Motion carried.

ARTICLE X: Motion by Vanderkin, supported by Waskow, to adjourn the meeting at 4:46 p.m. Motion carried.

Next meeting is scheduled for Monday, April 22, 2013 at 4:15 p.m.

Bret Jaeger, Acting Secretary