

**Minutes of the Waupun Public Library Board Meeting
May 20, 2013**

The monthly meeting of the Waupun Public Library Board was called to order by Claudia Waskow, Vice President, at 4:15 p.m. on Monday, May 20, 2013. Also present were Martens, Vanderkin, Procise, new member Jan Sullivan, Jaeger, Garcia, and Rohrer. Gubin was absent.

ARTICLE I: Motion by Martens, supported by Vanderkin, to accept the minutes of the April 22, 2013 meeting as written. Motion carried.

ARTICLE II: No personal appearances by visitors or citizens.

ARTICLE III: Monthly statistics.

- a. Total Juvenile circulation was up again by 3.4% year-to-date.
Total circulation was up 4.4% year-to-date. 53,762 items circulated year-to-date; 51,518 items circulated a year ago.
- b. Collection agency: Dollars received since May 1999/ \$15,706.79
Materials returned since May 1999/ \$24,545.64
- c. eBooks and eAudio books checkouts....829 through the end of April.
- d. Zinio (Electronic magazine subscription)...41 “checkouts” from April 1, 2013 through May 8, 2013.

ARTICLE IV: Current budget was reviewed. No problems noted. We are 1/3 of the way through the year and have used 30.12% of the budget.

ARTICLE V: Motion by Vanderkin, supported by Procise, to pay the bills as presented. Motion carried.

ARTICLE VI: The Evaluation Committee reported that Bret’s evaluation was in progress and would be ready to be brought to the Board at the June meeting.

ARTICLE VII: Librarian’s Report

- a. Waupun Fine Arts will be exhibiting the art of local area artist, Frank Mittlestadt, during the month of June. Opening reception Wednesday, June 5th from 5-7 p.m.
- b. On Saturday, May 4, a circuit board and motor burned up in a furnace unit on the 2nd floor, which set off a smoke sensor. Fire, Police and DPW were quickly on the scene. Chief Berry turned off the gas once he and Bret located the trouble spot. The library greatly appreciated the professionalism and actions of the city departments dealing with this incident.
- c. Donations for Summer Reading program:
(1) Michels Corporation donated \$100. (2) Pepsi Distribution in Beaver Dam donated 48 Milwaukee Brewers caps. (3) EAA Museum in Oshkosh donated 4 museum passes.

- d. The Summer Library Interns for 2013 are Max Lenz, Hannah Brown, and Caleb Weisnicht, who has been a Page and is being transferred from Page to Intern.
- e. The library was able to go in on a bulk purchase of 11 computers through MWFLS and got them much cheaper than had it purchased them on its own.
- f. Interviews are being scheduled to replace the Page position vacated by Caleb Weisnicht when he becomes an Intern.
- g. Bret, Pam and Heather attended the Wisconsin Association of Public Library Conference. Bret stated his appreciation to the Board for continuing its support of staff attending these conferences.
- h. The Board and Bret acknowledged notes of appreciation that were sent to Bret concerning library services provided by staff members, Tami Lont and Pam Garcia. The letters demonstrated how even the smallest gestures can mean so much to patrons, and how important a thoughtful, patient staff is to the library and to its patrons. Thank you Pam and Tami.

ARTICLE VIII: No Old business.

ARTICLE IX: New business.

a. Election of Officers

- 1. Rohrer nominated Waskow for President. Procise supported.
- 2. Vanderkin nominated Martens for Vice President. Rohrer supported.
- 3. Waskow nominated Rohrer for Secretary/ Treasurer. Vanderkin supported.

Nominations closed.

Motion by Procise, supported by Rohrer, to accept the slate of officers as presented. Motion carried unanimously.

ARTICLE X: Motion by Vanderkin, supported by Procise, to adjourn the meeting at 4:50 p.m. Motion carried.

Next meeting is scheduled for Monday, June 17, 2013 at 4:15 p.m.

SANDRA ROHRER Secretary
SR/bkj