

**Minutes of the Waupun Public Library Board Meeting  
November 18, 2013**

The monthly meeting of the Waupun Public Library Board was called to order by Claudia Waskow, President, at 4:16 p.m. on Monday, November 18, 2013. Also present were Martens, Vanderkin, Sullivan, Jaeger, Garcia, and Rohrer. Gubin and Procise were absent.

ARTICLE I: Motion by Vanderkin, supported by Martens, to accept the minutes of the October 21, 2013 meeting as written. Motion carried.

ARTICLE II: No personal appearances by visitors or citizens.

ARTICLE III: Monthly statistics.

- a. Total circulation was up 2.6% Year-to-date. 130,706 items circulated/downloaded Year-to-date; 67,056 items circulated/downloaded a year ago.
- b. Collection agency: Dollars received since May 1999/ \$15,829.29  
Materials returned since May 1999/ \$25,412.42

ARTICLE IV: Current budget was reviewed.

ARTICLE V: Motion by Martens, supported by Rohrer, to pay the bills as presented. Motion carried 5-0 on roll call vote.

ARTICLE VI: No Committee Reports.

ARTICLE VII: Librarian's Report.

- a. Lisa Bille has started as Part-time Library Assistant I replacing Brenda Giebink who resigned effective October 31.
- b. The library has again received a \$5,000 grant from the Nelson G. And Vera C. Hicks Charitable Foundation. The funds will be used to fund the 2014 Summer Reading Program and to support collections in the youth area of the library.
- c. Bret was once again part of the judging panel in the annual essay and speech contest sponsored by the VFW.
- d. The City of Waupun's labor negotiating group will be meeting with AFSCME members and their representative to begin bargaining on December 10 for wages in 2014.
- e. On November 5, Bret attended a library policies workshop in Horicon.
- f. The public hearing on the entire City Budget is tentatively scheduled for November 26. It appears the library budget will be accepted as presented.

- g. Local artist Gerri Buteyn will be exhibiting her artwork on the 2<sup>nd</sup> floor in December, with a reception on December 4<sup>th</sup> from 5-7 p.m.
- h. On Tuesday, November 12, the library received a phone call stating there was a bomb in the building. Police were called and the building was evacuated. Two police officers, the fire chief and his assistant arrived. The four of them and Bret walked the entire building, but found nothing suspicious. Police gave permission to re-open the library.
- i. Bret was asked by the City Clerk to verify the number of stock shares held by the Library Board in case the auditors ask about them. Initially, the number of shares of one stock did not line up, but after further investigation with the City Administrator and the discovery of a 2011 letter from Wisconsin Electric Corporation, all stock shares were found to be correct. Bret made copies of all stock information stored at City Hall so the library has backup copies.

ARTICLE VIII: No Old business.

ARTICLE IX: New business.

- a. No action was taken on the Bylaws re-format draft.
- b. The next meeting will be Monday, December 23, 2013.

ARTICLE X: Motion by Vanderkin, supported by Martens, to adjourn the meeting at 4:45 p.m.  
Motion carried.

SANDRA ROHRER Secretary  
SR/bkj