

**Minutes of the Waupun Public Library Board Meeting
May 19, 2014**

The monthly meeting of the Waupun Public Library Board was called to order by Claudia Waskow, President, at 4:15 p.m. on Monday, May 19, 2014. Also present were Martens, Vanderkin, Sullivan, Procise, Jaeger, Garcia, and Rohrer. Gubin was absent.

ARTICLE I: Motion by Vanderkin, supported by Procise, to accept the minutes of the April 21, 2014 meeting as written. Motion carried.

ARTICLE II: No personal appearances by visitors or citizens.

ARTICLE III: Monthly statistics.

- a. Circulation/downloads through end of April was 52,570 (54,591 in 2013)
Library visits through end of April was 24,078 people (25,692 in 2013)
- b. Collection agency: Dollars received since May 1999/ \$15,985.89
Materials returned since May 1999/ \$26,073.44

ARTICLE IV: Current budget was reviewed and is in good shape.

ARTICLE V: Motion by Procise, supported by Sullivan, to pay the bills as presented. Motion carried 6-0 on roll call vote.

ARTICLE VI: The Evaluation Committee reported that Bret's evaluation was in progress and would be ready for the June meeting.

ARTICLE VII: Librarian's Report.

- a. The three Waupun historical programs during National Library Week were attended by 142 people.
- b. All electrical work has been completed in order for AT&T to install a fiber optic cable.
- c. The May art show will feature artwork from students at the Waupun Area Jr/Sr High School. It will include prints, sculptures, and a variety of other mediums.
- d. Caleb Weisnicht, Cole Pinnow and Andrew Schleicher have accepted the Summer Intern jobs. Cole and Andrew are currently pages, so two new pages will be hired to replace them.
- e. Due the age of the copy machine on 2nd floor (13 years old and parts no longer available) it will be necessary to purchase a new machine. It will be placed on the 1st floor and the 1st floor machine (6 years old) will be moved to the second floor. After extensive research, Bret has found purchasing a machine versus leasing will save the library over \$2,200.
- f. Youth Librarian, Tami Lont, has the performers for the Summer Reading Program ready to go. MWFLS office is printing the brochures with the complete schedule.
- g. Bret and Pam attended the annual WAPL conference.

- h. Upon the staff request, there will be a paranormal investigation of the library for staff on the evening of Saturday, June 21. This was done in 2002 and proved informational as well as entertaining.
- i. Under the City of Waupun's municipal code (8.04(7)) withholding library materials equates to theft, so the Waupun Police Department will be trying to collect materials on a delinquent account of \$1,400 which includes materials and fines.

ARTICLE VIII: Old business.

- a. The Mission Statement was discussed and will be voted on at the June meeting.

ARTICLE IX: New business.

- a. **Election of Officers:** Motion by Procise, supported by Vanderkin, to retain the same officers for the year 2014-2015 as present year 2013-2014. Those officers are:
 - Claudia Waskow, President
 - Bev Martens, Vice President
 - Sandy Rohrer, Secretary/TreasurerMotion carried unanimously.
- b. Motion by Vanderkin, supported by Procise, to allow Bret to purchase a Toshiba es2550c color copy machine for the library at the cost of \$6,601.98 from Ross Imaging, with the funds to be taken from the Library Trust Fund. Motion carried 6-0 on roll call.

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

Next tentative meeting: Monday, June 23, 2014, at 4:15 p.m.

SANDRA ROHRER Secretary
SR/bkj