

ANGIE W. COX PUBLIC LIBRARY
119 North Main Street, Pardeeville, WI 53954

MINUTES
October 5, 2022

CALL TO ORDER:

The meeting was called to order at 5:02 p.m. by President, Jason LeMay.

ROLL CALL:

Present: Steve Balsiger, Sara Berger, (arrived at 5:15), Maude Bortz, Jim Kelly, Megan Kopfhamer, Jason LeMay, Margo Pufahl, Sandie Roberts, Judy Skaar.

Also in attendance: Assistant Director, Joan Foster

Absent: None

WELCOME GUEST/S: None

VERIFICATION OF POSTING:

Posting of agenda was verified by Assistant Director, Joan.

AGENDA APPROVAL:

Motion/second by Balsiger/Roberts to approve the agenda. Motion carried unanimously.

APPROVAL OF September 1, 2022 MINUTES:

Motion/second by Balsiger/Roberts to approve the meeting minutes of 9/1/2022. Motion carried unanimously.

BUSINESS FROM THE FLOOR (open forum): None

MONTHLY REPORTS:

- **Endowment Board:** – Jim Kelly
 - Met on 9/14. Considering a shelter in the empty lot behind the library with landscaping at the far end of the property.
 - Discussed a solar supplement for the building
- **Village Board:** – Steve Balsiger
 - Have had a lot of meetings and the library presented on Tuesday (10/4)
- **Friends of the Library (FOL)** – Sandie Roberts.
 - Ending balance in the Friends account is \$3,832.51.
 - Discussed the chair project. Community citizens and the Pardeeville High School Art Class/Art Club will be able to decorate chairs which will be auctioned at a silent auction and winners will be announced at the Community Band concert on December 17th in the Lenz Auditorium.
 - Betty Reiter is still on the County Library Board and seems to want to stay in that position.
 - Working with the Lions Club for a special on brats if you visit the library during the **Holiday on the Lakes** event.
- **Library Director Report:** – Joan Foster
 - Craft kits have been well received and there will be another in January
 - Yoga seems to have slowed down a bit
 - Office is “HOPEFULLY” going to be finished October 15

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- Joan gave an overview of the “tagging” program which will be required by SCLS to be completed in 5 years
- Columbia County will be funding the libraries at 70% this year.
- **Treasurer’s Report** - Margo Pufahl
 - Trending to be underspent by approximately \$5,000
 - Working on budget for 2023
- **Public Concerns: None**

APPROVAL OF VOUCHERS:

Roll call vote to approve the vouchers. Roll call: Balsiger, Yes; Berger, Yes; Bortz, Yes; Kelly, Yes; Kopfhamer, Yes; LeMay, Yes; Pufahl, Yes; Roberts, Yes; Skaar Yes. Motion carried unanimously.

OLD BUSINESS:

- **Office Space** – see comments above (in Director Report)
- **Collections Development Policy Review** – Joan reviewed the policy, explaining the purpose and use of this document. Motion/second by Kopfhamer/Balsiger to approve the first reading of the collection policy; motion approved.
- **Joint Meeting, November 29, 2022** – Kristie is collecting information to attempt to create a slide show for a 5 o’clock meeting.
- **Personnel/Budget** – budget was discussed previously as well as personnel (in Treasurer Report). Motion/second by Balsiger/Bortz to give the employees a 5% increase in salary. Motion carried unanimously.
- **Lois F. Roets Update** – we have been notified that the real estate is now for sale and when sold, we will receive a percentage of the profits

NEW BUSINESS:

- **Village Board Meeting October 4, 2022** – Update – discussed earlier (In Village Rep report)
- **Approval of Request for Clothing Drive – tabled for next meeting**
 - An MATC student requested having the library participate in a clothing drive as a drop-off spot. There were some concerns:
 - Space is limited
 - How long will the clothing sit until it is picked up
 - How is it going to be promoted

AGENDA ITEMS FOR CONSIDERATION AT THE NEXT MEETING: 2nd reading of Collection Policy; 2023 budget; joint meeting of November 29; December meeting.

ADJOURNMENT: Motion/second by Kopfhamer/Balsiger to adjourn the meeting. Meeting adjourned at 6:20 p.m. Motion carried unanimously.

NEXT MEETING: November 2nd at 5:00 p.m.

Respectfully submitted
Margo Pufahl, Recorder
Angie W. Cox Public Library