

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

DRAFT MINUTES FOR APPROVAL
January 6, 2022

CALL TO ORDER:

The meeting was called to order at 5:00 p.m. by President, Jason LeMay.

ROLL CALL:

Present: Jason LeMay, Margo Pufahl, Megan Kopfhamer, Judy Skaar, Sara Berger and Maude Bortz (arrived at 5:19).

Absent: Sandie Roberts, Jim Kelly and Vanessa Chapman,

WELCOME GUEST/S: None

VERIFICATION OF POSTING:

Posting of agenda was verified by Kristie Nielsen Corning

AGENDA APPROVAL:

Motion/second to approve the agenda by Skaar/Berger. Motion carried unanimously.

APPROVAL OF NOVEMBER 4, 2021 MINUTES:

Motion/second by Kopfhamer/Skaar to approve the November 4, 2021 minutes correcting the date heading on minute's approval from September 4 to October 7. Motion carried unanimously.

BUSINESS FROM THE FLOOR (open forum): None

MONTHLY REPORTS:

- **Endowment Board:** – None
- **Village Board:** – None
- **Friends of the Library (FOL) –**
 - FOL is looking for new ideas for fundraisers
 - Encourage community to join Friends of the Library
 - The second “Meet the Author” with Jeff Nania was not as successful as his first visit but enjoyed by those attending.
- **Library Management Report:** (as reported by Kristie Nielson Corning and Joan Foster)
 - AA is no longer meeting in the library. They have moved to the Presbyterian Church.
 - Every Thursday morning we have yoga on the fifth floor.
 - Children’s online stories (October had only 6 views). Brainstorming ways to increase the readership.
 - Library closes when the Pardeeville Schools are closed.
 - We finished pretty strong at the end of the year.

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

● **Treasurer's Report: (as reported by Margo Pufahl)**

- We should have approximately \$1,700 not spent in 2021.
- We will be redeeming two of our CDs which have matured at the bank and placing the money in the SCLS Foundation, where they return much more in interest than the bank.

COMMUNICATION AND SUGGESTION BOX: (public concerns): None

APPROVAL OF VOUCHERS:

Motion/second to approve vouchers by Kopfhamer/Berger. Roll call vote: Skaar, yes; Pufahl, yes; Kopfhamer, yes; LeMay, yes; Berger, yes. Motion carried unanimously.

OLD BUSINESS:

Staff Updates/approvals

- Motion/second by Bortz/Kopfhamer to hire a part-time library assistant. Motion carried unanimously.
- Job Descriptions – Library Assistant 1, 2 (2) and 3 and Library Director were presented for approval. Motion/second by Skaar/Kopfhamer to approve the new job descriptions.
- Salaries effective January 1, 2022 – Motion/second by Bortz/Kopfhamer to approve the salary schedules beginning January 1, 2022 as presented. Motion carried unanimously.

Library Hours: Due to lack of interest on Saturdays, the staff has requested that we close the library on Saturdays until at least through this frigid weather. The Board agreed. The library will be closed starting February 1 on Saturdays.

NEW BUSINESS:

- Annual Report – Board President signature/authorization for annual report with Library Board review at a later date. When it is complete, President LeMay will sign for submission to SCLS.
- Wyocena Public Library Updates
 - They have hired a director and they will wait to see how it all works out.
 - As also acting as president of the Wyocena Library Board, LeMay asked if there would be any interest in one of the staff members working approximately 10 hours per week at Wyocena. Discussion followed.

AGENDA ITEMS FOR CONSIDERATION AT THE February 3, 2022 MEETING: – NONE

ADJOURNMENT: Motion/second by Skaar/Kopfhamer to adjourn the meeting. Meeting adjourned at 5:42 p.m. Motion carried unanimously.

NEXT MEETING:

February 3, 2022 at 5:00 p.m.

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