



WAUPACA AREA PUBLIC LIBRARY
LIBRARY BOARD OF TRUSTEES MEETING MINUTES
WEDNESDAY MAY 18, 2022, 4:30PM
IN-PERSON MEETING CITY COUNCIL CHAMBERS – VIRTUAL OPTION AVAILABLE

Mission Statement: "...committed to offering opportunities for connections, innovation, and engaged learning."

Meeting was called to order by Holly Olsen at 4:30 pm

Glenda Rhodes, Mary Zimmerman, Chris Jaenke, Holly Olsen, Gracie Liegl, , John Miller and John Turner present. Treasurer Rebecca Thieme-Baeseman and President Julie Eiden absent. Sue Abrahamson and Patsy Servey, Interim Library Directors, Joni Radley, Adult Programming Librarian also present. Ald. Lori Chesnut arrived at 4:40 pm.

APPROVAL OF AGENDA as amended moving item #10 b to the top.

MOTION by M. Zimmerman, SECOND by G. Liegl, to approve the amended agenda. 6 ayes, 0 nays, 3 absent. Motion Passed on a voice vote.

OPEN MEETING LAW STATEMENT was read by Holly Olsen: This meeting and all other meetings of the Waupaca Area Public Library Board are open to the public. Proper notice has been posted and given to the media, in accordance with Wisconsin State Statutes so that the citizens may be aware of the time, place, and agenda of this meeting.

BOARD MEMBER RESIGNATION LETTER

Letter from Rebecca Thieme-Baeseman was distributed.

MOTION by J. Miller, SECOND by C. Jaenke, to accept the resignation letter from Rebecca Thieme-Baeseman. 6 ayes, 0 nays, 3 absent. Motion Passed

MINUTES FROM MEETING HELD WEDNESDAY, APRIL 20, 2022

MOTION by G. Rhodes, SECOND by G. Liegl, to approve the minutes of April 20 Meeting. 7 ayes, 0 nays, 2 absent. Motion Passed

Ald. Lori Chesnut arrived

MONTHLY BILLS FOR APRIL 2022, BILLS \$93,249.29, PERSONNEL \$87,228.85, Donations Expenditures \$1,941.98

MOTION by M. Zimmerman, SECOND by L. Chesnut, to approve APRIL bills \$93,249.29, with personnel cost \$45,946.90, and donations expenditures \$1,941.98. 8 ayes, 0 nays, 1 absent. Motion Passed on a roll call vote.

LIBRARY EXHIBIT ROOM

A. Exhibit Coordinator's Report was shared with the April Chart of Visits

LIBRARY STATISTICS

- A. Copy Income **\$456.17** and Meeting Room Income **\$50**
- B. Volunteer Hours **25**, Reference Transactions **594**, Library Visits **5,168**, Internet Use Wireless **516**, Stations **508**, Curbside Service **82**
- C. Interloan Chart: **2,581** items loaned, **2,975** items borrowed
- D. Circulation Charts
 - a. Circulation & Renewals with Municipality Chart showed a total circulation of **11,856**. Consortium Circulation Chart presented

DEPARTMENT REPORTS

- A. Interim Director's Report, Adult Services Report, Youth Services Report, and Teen Services Report were given

COMMITTEE REPORTS

- A. Library Finance Committee, Library Planning Committee, and Library Policy Committee did not meet. Next Policy Committee meeting will be June 15 following the Library Board Meeting. Next Ad hoc Hiring Committee meeting will be June 8, 4:30pm
- B. Personnel Committee- Ad hoc Hiring Committee
 - a. Minutes from April 20 meeting
MOTION L. Chesnut SECOND by G. Liegl to approve the Minutes from the April 20, 2022 Ad hoc Hiring Committee. 8 ayes, 0 nays, 1 absent. Motion Passed on a voice vote.

OLD BUSINESS- none

NEW BUSINESS

- a. Incident Report was presented
- b. Board member resignation letter- moved to the top of the agenda
- c. Ethics and Fraud Policies
MOTION by L. Chesnut, SECOND by G. Liegl, Library Board has reviewed the Ethics and Fraud Policies and will place them on file. 8 ayes, 0 nays, 1 absent. Motion Passed on a voice vote.
- d. Library Officer Elections & Committee Assignments
 - i. Library Board Bylaws page 1 was reviewed
MOTION by L. Chesnut, SECOND by J. Turner nominating Holly Olsen as President, MOTION by M. Zimmerman, SECOND by C. Jaenke nominating Glenda Rhodes as Vice President, MOTION by H. Olsen, SECOND by J. Miller nominating John Turner as Treasurer, approve slate of nominated officers. 8 ayes, 0 nays, 1 absent. Motion Passed on a voice vote.

ANNOUNCEMENTS & CORRESPONDENCE

- e. OWLS Minutes March 2022
- f. OWLS Open House at new location invitation was shared
- g. Next meeting will be Wednesday, June 15, 2022 at 4:30 pm in-person in the Council Chambers

ADJOURNMENT

MOTION by L. Chesnut, SECOND by M. Zimmerman, to adjourn. 8 ayes, 0 nays, 1 absent. Motion Passed on a voice vote.

Meeting adjourned at 5:38pm

Chaired by Julie Eiden, Library Board President

Compiled by Patsy Servey & Joni Radley