

**Rosemary Garfoot Public Library Board Meeting**  
**Minutes**  
**Tuesday, December 17, 2019**

**Present:** Jane Varda, Carolyn Abbott, Mary Mirkes, Bill Brosius, Diane Kalscheur, Erica Wagoner, Jennifer FitzRandolph

Also present: Pam Bosben

1. **Call to Order:** FitzRandolph called the meeting to order at 5:15 pm.
2. **Public Comment:** None
3. **Approval of Minutes from November 2019 meeting (action item):**
  - a. Motion made by Kalscheur to approve November 2019 Board minutes. Varda seconded. Motion carried.
4. **Treasurer's Report:** The cash management account reported at \$48,194.38. The General account reported at \$33,645.56. Revenues to the Village reported \$173.56.
5. **Approval of Bills (action item):** Abbott motioned to approve the bills and Mirkes seconded. Motion carried.
6. **Director's Report:**
  - a. RGPL is hosting an amusing exhibit by Philip M. Heckman. The exhibit is an old card catalogue containing "fifteen drawers of hitherto unknown historical details." The historical details are in the vein of the former Onion newspaper. Satirical, weird and funny. The exhibit is called On Ouisconsin.
  - b. Pop-up makerspace projects continue to be popular. This month has three holiday themed projects for children.
  - c. Find Gingy has been great fun this month. Kids come in each week to find the Shrek character, Gingy, and receive a sweet treat upon success.
  - d. Joe Virnig brought over two of the four Makerspace tables commissioned. They are beautiful and way beyond what was anticipated. Two tables placed back-to-back create a large work island, so purchasing one may not be necessary. Bosben currently researching lockable cabinets for storage of equipment. The first piece of equipment, a Cricut cutting machine, is on order. More to come.
  - e. Emily from the South Central Library System, troubleshoot and repaired some staff and patron PCs that were having issues.
  - f. Pertzborn Plumbing and Fire Protection conducted quarterly maintenance on the sprinkler system.
  - g. Morning movie had another big turnout. The film, *After the Wedding*, was screened.
  - h. Monday, December 16, was humming with three children's programs. The Tween Book Club had a cookie swap, Read to a Dog was held at the same time, and a family yoga program was held in the evening.
  - i. Catherine Olson was a storytime guest who presented a program called Music Together.
7. **Old Business:**
  - a. **Bibliovation Migration Update:** The new ILS system is live as of Dec. 9. Most functionality is in place with some "bugs" being worked out in the early stage of transition.
  - b. **Overdue Materials Policy Revision (action item):** RGPL is offering fine-free lending beginning 2020. Final revision made to policy. Motion made by Kalscheur to approve the Overdue Materials Policy Revision, Wagoner seconded. Motion carried.

8. **New Business: DCLS Agreement for Extension of Library Service (action item):**
  - a. **DCLS** approved the Agreement for the Extension of Library Services in the SCLS which has brought approximately \$100K in reimbursement to RGPL in the past for servicing non-resident patrons.
  - b. Brosius made a motion to approve the 2020 DCLS Agreement for Extension of Library Service in the amount of \$105,026 , Mirkes seconded. Motion carried.
9. **SCLS/DCLS Updates: SCLS All Directors' Meeting Update:**
  - a. Bosben attended the All Directors' meeting. Topics discussed were the Biblioovation migration, workforce development partnership, new libraries requesting to join the SCLS, and ideas for marketing and PR.
10. **The next meeting is Tuesday, January 21 at 5:15pm.**
11. **Adjournment:** Kalscheur moved and Varda seconded to adjourn meeting. Motion carried, and meeting adjourned at 5:56 pm.

Respectfully submitted by C. Abbott