

Rock Spring Public Library

November 8, 2022

Call to Order: 6:34 p.m.

Compliance Certified with Open Meeting Law

Roll Call: Suzie Clam, Jean Holtz, Becky Penzkover, Sarah Weber. Absent: Tammy Whitney

Staff Present: Becky Anderson, Jacky Kruse

Citizen Appearances: Pat and Jacob Weber. Pat and Jacob were present to ask questions and suggest remedies regarding structural compression issues causing cracks in the library walls.

Motion to Approve Agenda: Weber; 2<sup>nd</sup>, Penzkover. Motion carried.

Motion to Approve Minutes: Weber; 2<sup>nd</sup>, Clam. Motion carried.

Director's Report/Old Business: October had 472 Checkouts, 214 Renewals, and 460 Returns. There was a total of 256 Patrons with 227 Programming attendees. Story hour recorded 82, Homeschool Group 56, The Gathering 63, Air Fryer Demo 15, Craft Time 19, and Big Kids' Program 7. The combined Village Community Center Sale/Library Fundraiser has been scheduled for December 3<sup>rd</sup> from 10 a.m. to 4 p.m. Bake sale items may be dropped off early that morning, silent auction items the week before. The Library Assistant's job description and the library website have been updated. The Board discussed a revised policy for lost items. The amount triggering a Statement of Unresolved Charges will change from \$50 to \$20. Patrons receiving a Lost Book Recovery Letter are requested to contact the library to confirm an item is lost and find a way to reconcile their account.

Motion to Approve Updated "Statement of Unresolved Charges" and "Lost Book Recovery" Letters: Weber; 2<sup>nd</sup>, Clam. Motion carried.

Financial Report: Baraboo State Bank: \$23,710.37. SCLS Foundation: \$3,838.22.

Approval of Bills: Bills totaled \$475.00. Motion to Pay Bills: Weber; 2<sup>nd</sup>, Clam. Motion carried.

New Business: The Board went into a closed session for the Director's annual review. The Board reconvened, having approved a .75/hour pay raise for the Director retroactive to November 1<sup>st</sup>. Holiday pay was also approved for any employees regularly scheduled for 15 hours/week or more for any hours that would have been worked if the library was not closed for a holiday.

Miscellaneous Correspondence: None.

Motion to Adjourn: Clam; 2<sup>nd</sup>, Weber. Motion carried.

Next meeting will be Tuesday, December 13<sup>th</sup> at 6:30 p.m.

Submitted by: Becky Penzkover, Secretary