

Rock Springs Public Library Board Meeting
April 9, 2019

Call to Order: 6:35 p.m.

Roll Call: Penny Duffin, Jean Holtz, Becky Penzkover, Sarah Weber

Staff present: Katie Schofield, Mary Jo Doepke

No Citizen Appearances

Approval of Minutes of Previous Meeting: Motion, Holtz; 2nd, Penzkover

Director's Report/Old Business: Jean provided an update on the library's appliances. The refrigerator is currently being stored. The village is welcome to use it if necessary, but the library would like to have it available for use in the proposed new building.

Katie reported an increase in circulation for March of 533. There were 150 visits with 82 patrons attending programs. Circulation is doing extremely well, given the circumstances.

At the All Director's Meeting it was decided to use part of the contingency fund for new wireless access points. Approximately \$1,000 will be covered by the South Central System. There are around 19 scanning kits available for use which can be reserved to scan family photos and documents and place them on thumb drives. It would be desirable to digitize the History Committee's documents using the scanners.

The Public System Redesign report is being sent to the state, and more collaboration between South Central libraries is desired by all parties.

It was decided that the library would remain flexible with regard to upcoming summer programs. Besides the mural and summer story time, programming will be a continuation of after school activities such as cooking, baking, arts, crafts, and games. Some activities could be held outside, weather permitting. One idea that was well received was for the kids to make a Rock Springs Newspaper that would include pictures and stories written by them.

Financial Report: The current balance in checking is \$10,849.03; WCCU account is \$65.89. It was suggested Tammy Whitney should be contacted to inquire about closing the WCCU account. For the month, income was \$22.15. Expenses were \$2,885.27. The library is currently one third of the way through the year and is operating under budget except for office supplies and general expenses.

Discussion occurred regarding whether a land line phone should be installed in the new building or if the library should continue to use a cell phone. Katie suggested checking with other libraries.

Approval of Bills: Bills included new materials, paint for the drop box, the church usage fee, and a file cabinet. Motion to approve bills: Duffin; 2nd Weber.

New Business: It was reported that the Community Center would be demolished as the cost to restore and protect it from future flooding is prohibitive. The village would like to include a "community room" in the new building for youths and seniors. They are also considering moving the playground equipment currently located next to the ball field to the new site since it encompasses 4 acres.

With regard to funding, the building grant needs to be submitted by the end of May. Before that can be done, the building layout will need to be completed so that Vierbicher and Associates can estimate the cost of the grant.

It was noted that loose materials, such as desks and portable items, would not be covered by the grant but are the financial responsibility of the library. Katie suggested a strategic plan to see what patrons would like to see in the new building. Jean would like to extend hours and availability to the public, long range. The Fundraising Committee will need to know how much money it will need to raise after the grant is completed and specific needs are addressed before it can begin to raise funds.

The board discussed the need to find appropriate storage space for items currently stored in the community center as it will be most likely be demolished before the new building is completed. Duplicate items, such as books and other materials could be sold, but a controlled climate for books, shelving, appliances and furniture is desirable. It was suggested that renting a pod from U-Haul in Baraboo may be a good option, especially since the pod itself could be easily moved to the new building. It is hoped they might be willing to donate some storage space as a goodwill gesture.

Miscellaneous Correspondence: Katie will be present at the United Fund meeting on Thursday as checks will be given out to those who applied for funds. The History Committee will meet at Shane's house on Tuesday, April 16th. The committee is considering compiling a digital e-book book about the history of the Community Center. It could be advantageous to create a hard copy as well which could be used as a fundraising tool.

Next meeting will be Tuesday, May 14th at 6:30 pm.
Meeting adjourned at 7:35 pm. Motion: Weber; 2nd, Duffin
Submitted by: Becky Penzkover