

**Minutes of the April 27, 2021 Meeting of
the Ripon Public Library Board of Trustees**

The meeting, held online via Zoom, was called to order at 5:00 p.m. by president Andrew Prellwitz. Other trustees present online were Sandra Scamehorn, Ted Grant, Martin Farrell, Kim Scanlon and Deanna Boone. Desiree Bongers was also present.

Mr. Farrell moved, Mrs. Boone seconded, to approve the minutes of the March 23, 2021 meeting. Motion carried.

A report on library activities was presented by Director Bongers. Included in the report were the following: vaccine update; book sale; hoopla; photocopier; SRP; credit card; website. Highlights of March statistics: in person circulation was 8,631; the door count was 5,260; 222 patrons checked out 1,404 items on OverDrive; there were 263 Internet sessions; 196 GB was downloaded on wireless and 381 unique wireless devices were used; a cumulative total of \$2,595 in fines and fees has been collected through the end of March.

The board reviewed the payment of the April 2021 invoices totaling \$15,140.36.

The board discussed the Covid-19 Policy and procedures. No changes were made to the policy; minor procedural changes, including discontinuing quarantining and resuming use of catalog stations, will take effect May 1, 2021.

The board received an update on the Renovation Project. Staff is reviewing collections and sizes with Engberg Anderson. The next focus group and Steering Committee meetings will take place May 10-13, with Engberg Anderson providing several design options based on feedback from previous meetings.

The board discussed creation of a special fund for the Renovation Project. The board decided to hold off on this and will revisit it when the fundraising campaign kicks off.

The next board meeting is scheduled for Tuesday, May 25, 2021 at 5:00 p.m. online via Zoom. Meeting adjourned at 5:30 p.m.

Respectfully submitted,

Desiree M. Bongers
Library Director