

Minutes of the October 31, 2023, Meeting of the Ripon Public Library Board of Trustees

The meeting was called to order at 5:00 p.m. by president Lauren McConnell. Other trustees present were Doug Iverson, Janet Vossekuil, Andrew Prellwitz, and Travis Liptow. Desiree Bongers was also present.

Mr. Prellwitz moved, Ms. Vossekuil seconded, to approve the minutes of the September 26, 2023, meeting as corrected. Motion carried.

A report on library activities was presented by Director Bongers. Included in the report were the following: page resignations; book sale; disc golf kids; program attendance. Highlights of September statistics: in person circulation was 6,705; the door count was 3,728; 282 patrons checked out 1,544 items on OverDrive and 196 items on hoopla; there were 276 Internet sessions; 1,020 GB was downloaded on wireless and 513 unique wireless devices were used; a cumulative total of \$5,194 in fines and fees has been collected through the end of August.

The board reviewed the payment of the October 2023 invoices totaling \$11,434.42 and credit card charges of \$71.36.

The board discussed adopting the City of Ripon Credit Card Policy. Ms. Vossekuil moved, Mr. Iverson seconded, to adopt the policy. Motion carried.

The board discussed a proposal from Camera Corner Connecting Point to move the digital projection equipment to make better use of it. Mr. Prellwitz moved, Ms. Vossekuil seconded, to approve the proposal. Motion carried.

The Board received an update on the strategic planning process. The final version of the plan has been received and Director Bongers will review it with staff and develop a timeframe for implementation to be presented at the November board meeting.

The board received an update on the 2024 budget – no changes have been made.

The board discussed increasing the Page wage. Mr. Prellwitz moved, Ms. Vossekuil seconded, to move the starting wage to \$10.75 and to increase the wages of the other Pages by \$1.00. Motion carried with one abstention.

The board discussed the 2023 Giving Tuesday campaign and celebration. Letters will be mailed out shortly. The Friends are donating the cost of the cake for the November 28, 2023, celebration.

The board received an update on the Renovation Project. Director Bongers will run the numbers for the next meeting.

The next board meeting is scheduled for Tuesday, November 28, 2023, at 5:00 p.m. in the Silver Creek Room. Ms. Vossekuil might be absent. The meeting was adjourned at 5:35 p.m.

Respectfully submitted,
Desiree M. Bongers
Library Director