

## **Minutes of the September 26, 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, Gary Will, Travis Liptow (arrived at 5:20 p.m.), and Breck Speers. Desiree Bongers and Jackie Halverson were also present.

Mr. Prellwitz moved, Mr. Will seconded, to approve the minutes of the August 29, 2023, meeting as corrected. Motion carried.

A report on library activities was presented by Director Bongers. Included in the report were the following: monthly 1:1 meetings; museum passes; OACF fund changes; continuing education opportunities. Highlights of August statistics: in person circulation was 8,103; the door count was 4,215; 277 patrons checked out 1,583 items on OverDrive and 213 items on hoopla; there were 296 Internet sessions; 1,080 GB was downloaded on wireless and 619 unique wireless devices were used; a cumulative total of \$4,214 in fines and fees has been collected through the end of August.

The board reviewed the payment of the September 2023 invoices totaling \$10,508.29 and credit card charges of \$83.94.

The board discussed a meeting room request from Loren Sperry. The board was in consensus that if the meetings are open free of charge to observers then the use is in line with the existing policy.

The board discussed a proposal from Jackson Glass to replace the lower-level exit doors by the Nash Room. Director Bongers will seek another quote for comparison.

The board received an update on the Renovation Project. Staff developed a design for the entryway and is working with Engberg Anderson to refine it. Director Bongers requested an updated cost estimate from Engberg Anderson; since the materials market is so volatile, they suggested hiring a contractor and provided two proposals. Ms. McConnell moved, Mr. Iverson seconded, that the board accept the proposal from Boldt/Engberg Anderson. Motion carried.

The board discussed the 2023 Giving Tuesday campaign. Ms. McConnell and Mr. Iverson will assist Director Bongers in writing a letter with the theme of the library's 125<sup>th</sup> year.

The board discussed verbiage for a mission statement and came to a consensus on the following: *The Ripon Public Library cultivates learning and community through engaging experiences, inviting spaces, and a dedicated team.*

Director Bongers gave an update on the 2024 budget: health insurance costs increased 14.6% but were offset by a decrease in the penalty the city is paying in its second year of being on this plan.

The next board meeting is scheduled for Tuesday, October 31, 2023, at 5:00 p.m. in the Silver Creek Room. Ms. Vossekuil might be absent. The meeting was adjourned at 5:49 p.m.

Respectfully submitted,  
Desiree M. Bongers  
Library Director