

## **Minutes of the January 30, 2024, 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 (online), Andrew Prellwitz, Gary Will, Breck Speers, and Mary Madderom (online). Desiree Bongers and Debbi Konecny (left at 6:20 p.m.) were also present.

During public comment, Mrs. Konecny noted that the Friends of RPL will be awarding a \$1,000 scholarship for the first time, and annually going forward, to a high school senior who is pursuing a degree broadly related to literacy.

Mrs. Madderom moved, Mr. Prellwitz seconded, to approve the minutes of the January 3, 2024, meeting. Motion carried with Mr. Will abstaining.

A report on library activities was presented by Director Bongers. Included in the report were the following: app updates; training workshops; outreach opportunities; upcoming events. Highlights of December statistics: in person circulation was 6,303; the door count was 3,475; 299 patrons checked out 1,739 items on OverDrive and 264 items on hoopla; there were 283 Internet sessions; 372 GB was downloaded on wireless and 401 unique wireless devices were used; a cumulative total of \$7,160 in fines and fees has been collected through the end of December.

The board reviewed the payment of the January 2024 invoices totaling \$43,437.20 and credit card charges of \$307.16.

The board discussed the draft of the Peanut Free Policy. The board asked Director Bongers to have it reviewed by the City Attorney for discussion at the next meeting.

The board reviewed and updated committee assignments:

- Finance – Mrs. Madderom, Ms. Vossekuil, Mr. Iverson
- Personnel – Mr. Prellwitz, Ms. Vossekuil, Mr. Will
- Social – Mr. Speers
- Handbook – Mr. Liptow, Mr. Iverson, Mr. Speers
- Strategic Planning – Mr. Prellwitz
- Fundraising – vacant

On the advice of the City Attorney, online participants Mrs. Madderom and Ms. Vossekuil left the meeting for the closed session.

Mr. Speers moved, Mr. Will seconded, to convene to close session pursuant to Wisconsin Statute 19.85(1)(c) to receive an update on the Library Director's 2023 annual review goals. Motion carried.

Mr. Will moved, Mr. Speers seconded, to reconvene in open session. Motion carried. No action was taken on the closed session discussion.

Mrs. Madderom and Ms. Vossekuil rejoined the meeting.

The board decided to discuss the goals for 2024 and the Strategic Plan Activation Worksheet at the February meeting.

The library, with the assistance of MSA, applied for a state of WI grant for the Renovation Project.

The board discussed the Library Facility Walk-Through memo. Ms. McConnell will set up a meeting with the City Administrator and the Finance Committee will meet to discuss priorities and next steps.

Considering the time, the board did not review the allocation of funds at the Oshkosh Area Community Foundation.

The next board meeting is scheduled for Tuesday, February 27, 2024, at 5:00 p.m. in the Silver Creek Room. Ms. Vossekuil and Mrs. Madderom will be out of town. A Zoom option will be available. The meeting was adjourned at 6:26 p.m.

Respectfully submitted,  
Desiree M. Bongers  
Library Director