

**Columbus Public Library  
Library Board Meeting  
Tuesday, October 17, 2023  
Phyllis Luchsinger Callahan Meeting Room**

Pete Kaland called the meeting to order at 5:00 p.m.

**Roll Call:** Present in person: Amanda Wakeman, Pete Kaland, Nora Vieau, Sue Salter, Trina Reid, Shirley Berkley, Dana Pike, Merry Anderson. Absent: Deb Haeffner, Jim Schieble

**Adoption of the Agenda:** Dana moved and Sue seconded a motion to approve the Agenda. Motion carried.

**Disposition of Minutes:** Shirley moved and Sue seconded a motion to approve the Minutes. Motion carried.

**Financial Report:** CDAR 2 renews 10/19/23 at 4.75%. SCLS Foundation account reflects loss of \$12,120.58. Sue moved and Dana seconded a motion to approve the Financial Report. Motion carried.

**Approval of Bills:** Bills of \$6,527.11 submitted. Sue moved and Dana seconded a motion to approve the bills. Motion carried.

**Director's Report:** Amanda reported on incident of an endangered child who came to the library for help. Child had developed a trusting relationship with a CPL Staff member. City and Dodge County police were notified and were present at the library until closing. Library staff adjusted schedules so Staff could remain with child.

Library card sign-up month successful with 50 new cards issued and 100 people participating in raffle. "We Stand On Their Shoulders" display closed at end of September with plan to host one display from Wisconsin Historical Society each year going forward.

Adult programs: Craft night 9/25 packed CPL meeting room. Chad Lewis hosted live presentation 10/6 at Community Center. Huma Siddiqui cooking presentation postponed to March due to presenter illness. Mindfulness series will include Badger Talk with Bob McGrath and Magic of Meditation in November.

Youth programs: Now hosting two storytimes per week to accommodate growing numbers. Afternoon Pokémon and Lego Clubs and STEAM program continue to be popular. Children's area hosted Great Pumpkin scavenger hunt and special storytimes for Fire Safety Week.

Library will be closed 11/23 and 11/24 for Thanksgiving with some staff present at Library for holiday parade and tree lighting.

Buildings: No real issues. DPW did fall cleanup, changed lightbulb and rotated self-checkout.

Meetings: September 22-Columbia County Library Directors met with County Finance Committee; budget passed as requested. September 29-annual SCLS visit with Deb Haeffner. October 3-CPL budget presented to City Council with no changes. Amanda attended ILS committee meeting (as a proxy), the ILS Summit at SCLS, the ABC Annual Meeting (in place of Sue), and the Delivery Committee meeting. Catherine, Helen and Amanda will attend the WLA Conference in Middleton October 25-27.

Goals: Goal #1 – Create new strategic plan.

Amanda met with Shawn to go over goals and benchmarks for new plan. Draft in process and will be presented at Board meeting.

**President's Report:** Pete suggested that staff be commended for viable, exciting programs.

**Friends of the Library:** Working on developing online presence and selling books online via Amazon. Currently evaluating potentially valuable donation.

**Literacy Council Report:** None

**Correspondence:** None

**Committee Reports:**

Personnel Committee: Meeting early November to review Director Evaluation document and finalize process.

Strategic Planning Committee: Met to review draft. Per query, DPI does not require a strategic plan.

Building and Grounds Committee: Possible toilet issue in Annex

**Trustee Training:** Sue presented Wisconsin Public Library Standards. The Standards are a self-evaluation tool and are voluntary however, adhering, or not, may impact funding. Evaluation categories include: Statutory Requirements, System Membership Requirements, Governance, Library Administration, Funding, Staffing, Collections and Resources, Programs and Services, Public Relations, Access and Facility. There are three levels of service with Tier Three the highest level. CPL is Tier Two "an expansion of services beyond the basic."

**Unfinished Business:**

Crosswalk Safety: Included in DPW budget.

2024 Budget Update: County and City budget approved.

**New Business:**

Annex/Leases Rent: Discussed possible 25% increase effective early 2024. Rents have not been increased in several years, pre-pandemic. Board will decide at November meeting. Subsequently, Amanda forwarded rental information to Board via email. This will mean an increase in total rents \$1,200 annually from \$4,560 to \$5,760.

Amanda asked for background and guidance on December holiday party.

**Adjournment:** Sue moved and Shirley seconded a motion to adjourn. Motion carried. Meeting adjourned at 5:50 p.m..

Next scheduled board meeting – November 21, 2023, at 5:00.

Respectfully submitted.  
Merry Anderson, Secretary