



Waupaca Library Foundation

Meeting Date: January 9, 2023

Place: Library Downstairs Meeting Rooms

Time: 6:00 PM

ROLL CALL

Present: Nick Burington, Julie Eiden, Linda Hagen, Sarah Hanneman, Sue Heideman, Alan Kjelland, Becky Liegl, Vance Linden, Melanie Peterson, Wilson Roane

Absent: Tracy Behrendt, Jeanne Bootz, Linda Hagen, Kathy Hurt, Anne Justmann

Also Present: Sue Abrahamson, Eric Bailey (Library Director), Liz Kneer (Exhibit Room Coordinator), Patsy Servey

Meeting called to order at 6:00pm by Vance Linden, President

I. Approve the meeting agenda

Motion by Alan Kjelland Seconded by Sue Heideman

Approve the meeting agenda.

Ayes – 10, Nays – 0, Absent - 5 *Motion Carried*

II. Approve minutes of December 2022 Foundation meeting

Motion by Alan Kjelland Seconded by Becky Liegl

To accept the minutes of the October 2020 meeting

Ayes – 10, Nays – 0, Absent - 5 *Motion Carried*

III. Election of Members and Officers

A. Existing members to new three year terms -

Motion by Julie Eiden Seconded by Sue Heideman

To renew Alan Kjelland, Sarah Hanneman, Tracy Behrendt, and Kathy Hurt to another 3 year term.

Ayes – 10, Nays – 0, Absent - 5 *Motion Carried*

B. Election of Vice President -

Motion by Alan Kjelland Seconded by Becky Liegl

To nominate Alan Kjelland for one year term as Vice President

Ayes – 10, Nays – 0, Absent - 5 *Motion Carried*

C. Election of Officers -

Motion by Alan Kjelland Seconded by Becky Liegl

To nominate the following officers for one year.

Vance Linden, President

Nick Burington, Treasurer

Julie Eiden, Secretary

Ayes – 10, Nays – 0, Absent - 5 *Motion Carried*

IV. Exhibit Room Report by Liz Kneer, Exhibit Room Coordinator

1. Vergauwen family has expressed interest in having the full family donation go to the exhibit room renovations and would like to have the Vergauwen name attached. The current name of the exhibit room is the Klismet Exhibit Room. There was general discussion on the naming of the room. Vance will connect with Jim Klismet and Eric and/or Liz will contact the Vergauwen family to discuss options.
2. Liz presented the current renovation budget.
3. The Women Exhibit is the current exhibit. Programming is being planned and carried out. This exhibit may be extended a week. Youth Art Month (YAM) is the next exhibit and will start on Feb. 13, 2023. The YAM exhibit will also be provided virtually.
4. The annual fundraising campaign letter was sent out just before the first of the year. Discussion on returned mail and on letters being sent late as well as perhaps having two lists 1)USPS mail 2)email to try to reduce barriers to giving.
5. Discussion on Exhibit Room Coordinators hours and rate of pay. Current hourly rate = \$22.06 and the position is only paid for 7.5 hours per week. A 3% increase will bring her salary to \$22.50 per hour.
6. Total attendance in the Exhibit Room for 2022 was 14,368 people. This is comparable to pre-pandemic times.
7. Budget - The 2022 exhibit room budget is ending at \$2,678.57 and will carry this into 2023. There was discussion on the outreach/programming librarian for the library.

Motion by Vance Linden Seconded by Alan Kjelland

To approve the expenditure of up to \$41,792.25 of the Vergauwen Family donation to update the exhibit room.

Ayes – 9, Nays – 1, Absent - 5 *Motion Carried*

Motion by Vance Linden Seconded by Nick Burington

To compensate the Exhibit Room Coordinator with a 3% raise and increase hours to 15 hours per week in 2023.

Ayes – 10, Nays – 0, Absent - 5 *Motion Carried*

Motion by Melanie Peterson Seconded by Becky Liegl

To approve \$3000 for the exhibit room budget for 2023.

Ayes – 10, Nays – 0,, Absent - 5 *Motion Carried*

V. Treasurer's Report by Nick Burington, Treasurer

With a total of \$194,489.47 in budget at 2022 year end.

The Community Foundation did realize a loss in 2022, but it looks better for 2023.

Motion by Wilson Roane Seconded by Alan Kjelland

To accept the treasurer's report.

Ayes – 10, Nays – 0, Absent - 5 *Motion Carried*

VI. Library Report by Eric Bailey, Library Director

1. Charging stations are in place.
2. The Libraries new website is live as of 1/9/23.
3. The Little Free Pantry is stacked and includes a refrigerator.
4. Discussion on English as a 2nd language programming and communication.
5. Discussion on school closing and library closing with bad weather.

6. Sue Abrahamson promoted the Full Moon Hike in February.
7. Library made requests for \$600 for hotspot contract, \$67.28 for a 2nd rack for the Little Free pantry, up to \$300 for refreshments on Jack Rhodes Movie Day, and \$116.83 for motion picture licensing. Vance Linden will donate for the movie license.
8. Update on Tablets - Only \$75 of the \$500 funded was used for the tablets because library staff found a great deal. The tablets were purchased and installed.

Motion by Melanie Peterson Seconded by Becky Liegl

To approve \$667.28 for hotspots and a 2nd rack for the Little Free Pantry and up to \$300 for refreshments for Jack Rhodes movie day.

Ayes – 10, Nays – 0, Absent - 5 *Motion Carried*

VII. Old Business

VIII. New Business

Discussion on how donations are handled when they are gotten at the library. Undesignated donations go to the Foundation. Designated donations go to the library department through the Foundation. Checks and balances are in place to make sure funds are expended correctly.

Melanie Peterson left at 7:27pm

IX. Adjournment

Motion by Alan Kjelland Seconded by Becky Liegl

To adjourn

Ayes – 9, Nays – 0, Absent - 6 *Motion Carried*

Adjourned at 7:30pm