

VPL Board Meeting Minutes
Library Board of Trustees-Verona Public Library
500 Silent Street Verona, WI 53593

Wednesday, October 5, 2022, 6:30 p.m.

Present: Bunck, Burkart, Conwell, Cronin, Hopp, Safarik, Spencer, Voss

Absent: none

Call to order:

Hopp called the meeting to order at 6:30 pm.

Approval of Minutes:

A motion was made by Voss, seconded by Bunck to approve the Regular Meeting Minutes of 9/7/22. Motion carried.

Review and Approval of Invoices:

Envisionware is in the building and will be installed on October 19th.

A motion was made by Spencer seconded by Voss to approve the September 2022 invoices. Motion carried.

Public Comments:

None

City Council Liaison Report:

Cronin reports that Trick or Treat has been officially declared for Monday, October 31st 5-8pm.

Early voting hours have been posted at City Hall and Library

City Hall:

Tuesday, October 25th – Friday, October 28th, 7:30am-4:30pm

Monday, October 31st – Thursday, November 3rd, 7:30am-6:00pm

Friday, November 4th, 7:30am – 5:00pm

Library:

Wednesday, October 26th, 3:00pm-6:00pm

Saturday, October 29th, 9:00am – 1:00pm

Sunday, October 30th, 1:00pm – 5:00pm

Wednesday, November 2nd, 3:00pm – 6:00pm

Free E-Waste Day w/proof of residency: Sat October 22nd 8a-3p @ Public Works building

Prescription Drug Take-back at Verona Police Department (111 Lincoln St): Sat October 29th 9a-2p (see VPD for instructions on what is/is not accepted)

2023 Budget Presentation: Wednesday 11/2/22 @ 5:30p in Council Chambers @ City Hall

Library Director's Report:

New carpet & front doors updates

Mon 10/24 install doors & tear out carpet

Possible close M-T 10/24-25

New bookshelves arrive the following week.

Old Business:

Discussion of the 2023 budget

This budget is the same that we saw from last month's meeting.

Library Director brought attention to a budget change that will have an impact on the 2024 budget.

Confirmed that VPL will retire its debit 2025

A motion was made by Safarik, seconded by Conwell to approve Library Proposed 2023 Budget. Motion carried.

New Business:

Possible action regarding the 2023 Library Hours of Operation & Planned Closures.

Cronin commented that it's likely that City of Verona will approve Juneteenth as a city holiday.

Possible discussion of reducing to 8pm closure.

Background: Jan 2022, returned to previous normal hours, 9am-9pm.

Many other libraries are closing at 8pm.

Library Director confirmed that the library is very quiet between 8 and 9pm, with preliminary data.

Library Director will track 8-9pm M-Th in Oct and morning hours on Saturdays and report back at Nov meeting.

Bunck suggests communicating w/scouts, Friends of Library and other groups to solicit their opinions.

Calendar/Closures

Clarification that July 4th calendar is accurate

No concerns re. calendar/closures

Hopp moved to approve limited holidays and dates of operation for 2023. Conwell moves, Voss seconds. Motion carried.

Discussion of Library Safety Procedures – Library Director explained training, for tornado, fire, active shooter
EMS visits regularly for First Aid/CPR, Narcan; Staff required (pages invited, not required)

Laminated cards with key and instructions for all disasters @ all locations.

Active shooter w/VPD (based on Run, Hide, Fight model) - Half-day training 3 years ago with 2023 re-training possibility in VPD Active Shooter Training.

Ted Bunck announced that due to health precautions, tonight will be his last meeting. We wish him good health and thank him for his service.

Adjournment:

A motion was made by Spencer, seconded by Voss to adjourn. Motion carried.

Meeting was adjourned at 7:27 pm. Next meeting will be held on November 2nd at 6:30 pm.

Library board approved: November 2, 2022