

JEFFERSON PUBLIC LIBRARY BOARD MEETING MINUTES

August 9, 2023

PRESENT: Adams, Condon, Brown-Kurtz, Pizano, Skretta, Stelse, Library Director Anderson,
City Council Liaison Lynda Stone

ABSENT: Griffith

Guests: Elizabeth from Jefferson County Health Department

APPROVE AGENDA: Moved by Brown-Kurtz; seconded by Pizano; unanimous

APPROVE/CORRECT MINUTES of July 2023; Moved by Stelse; seconded by Condon;
unanimous

COMMENTS FROM PUBLIC/CORRESPONDENCE: A Menomonee Falls patron called to thank the Jefferson Public Library for the great service that they had during their Passport Challenge visit. The Reducing Recidivism Coalition - Manual updated for Jefferson County Reentry Guide.

STATISTIC REPORT AND FINANCE REPORTS:

See handouts. 43 new library cards were issued in July. Circulation is down from last month but is higher than last year. Received \$5,000 for shelves from a community member.

AUDIT BILLS:

Motion made by Brown-Kurtz to approve the July 2023 bills as follows:

Expenses: 20,518.38

Salaries: 30,529.43

Fringes: 9,839.63

TOTAL: \$60,887.44

Seconded by Stelse; also reviewed by Adams.

Roll call vote: Adams- yes, Brown-Kurtz- yes, Condon- yes, Skretta- yes, Stelse- yes.

COMMITTEE REPORTS: none

INVESTMENTS AND LIBRARY FUND: South Central Library System has \$311,045.41; Jefferson Community Foundation has \$237,227.35, Money Market \$41,166.30 Library Fund \$375,458.20.

REPORT:

A. Programming and Outreach

Summer Library program "Together at the Library" finished August 1st.

Passport Challenge, runs until the end of August.

B. Library Services Showcase

Working on making computer guest log-in more accessible but still monitor minors.

C. Picture Book Shelving

Planning installation in September or October. The down payments have been mailed.

D. Wisconsin Trustee Training Week

August 21-25, 2023. It is online and from 12 p.m. - 1:00 p.m. Board Members can attend if interested.

New Business:

A. 2024 Budget (Informational)

Initial preparations for the 2024 budget were given, outlining a 3% raise was given for those not in the steps. If they are in a step they can move up a step. Getting \$8,000 dollars more in grants. Donations are about \$13,000 more than predicted. City Council adopted a new compensation plan in January of 2023 so now we will be over budget for Social Security, retirement, and wages since no new budget was approved.

B. Jefferson County Health Department - Public Health Vending Machine (Informational/Action)

Elizabeth from Jefferson County Health Department discussed placing a Public Health Vending Machine in or outside of the Library. They received a grant for \$50,000 to purchase a vending machine. They have funding for it through 2028. Purchase of the vending machine needs to be made within 1 year of receiving the contract. It is required to have Narcan and Fentanyl test strips inside of it. A few examples of other items that can be put inside are diapers and formula. The Library is not required to maintain it. There could be signage specifying that it is funded by the Health Department. Melissa will check on city ordinance about having a vending machine. This is a topic that will be discussed again at another date.

NEXT MEETING DATE: September 13, 2023

ADJOURN MEETING: 7:28p.m.

Moved by Adams; Seconded by Brown-Kurtz; unanimous.