

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

**Wednesday, August 3, 2022, 6:30 p.m.**

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

**Call to order:**

Conwell called the meeting to order at 6:32 pm.

**Approval of Minutes:**

A motion was made by Voss, seconded by Spencer to approve the Regular Meeting Minutes of 7/6/22. Motion carried.

**Review and Approval of Invoices:**

A motion was made by Voss, seconded by Safarik to approve the July 2022 invoices. Motion carried.

**Public Comments:**

None

**City Council Liaison Report:**

Cronin shared that Police Chief Bernard Coughlin will be retiring at the end of August. We discussed the new Verona property assessments and Cronin encouraged residents to use the system put in place through Open Book Meeting – August 23<sup>rd</sup>, which is a public opportunity to contest an assessment.

**Library Director's Report:**

Burkart reported that a self-checkout machine has broken and repair was quoted at over \$2000 plus an unknown hourly cost. A new self-checkout machine through EnvisionWare would cost approximately \$3500 with a one-time \$3000 setup fee. South Central Library System uses and generally prefers the EnvisionWare systems. (For context, the original machines cost about \$10,000 – then and now.)

Burkart reported that the library has scheduled an additional book discussion for *The Firekeeper's Daughter* on August 11<sup>th</sup> at 6:30pm.

**Old Business:**

Discussion of the 2023 budget: The board discussed the 2023 library budget with the understanding that final numbers are still weeks away. Discussion included ideas for possible budget increases, including OverDrive, lactation pods and roller shades, as discussed in previous years.

**New Business:**

Discussion and possible action regarding the Head of Reference Services job description. A motion was made by Voss, seconded by Spencer, to approve edits to the Head of Reference Services job description. Motion carried.

Discussion and possible action regarding the Bulletin Board Policy: Policy was reviewed. A motion was made by Safarik, seconded by Bunck, to approve the Community Bulletin Board Policy as it stands. Motion carried.

**Adjournment:**

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

Meeting was adjourned at 7:23 pm. Next meeting will be held on September 7th at 6:30 pm.

Library board approved: September 7, 2022