

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

**Wednesday, September 7, 2022, 6:30 p.m.**

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

Absent: Spencer

**Call to order:**

Hopp called the meeting to order at 6:34 pm.

**Approval of Minutes:**

A motion was made by Voss, seconded by Conwell to approve the Regular Meeting Minutes of 8/3/22. Motion carried.

**Review and Approval of Invoices:**

Updates: Refrigerator was replaced in the staff breakroom. Using fridge filter vs. bottled water, so added cost will balance in 6 months.

New lapel and handheld mics and a new projector were purchased for the community room.

With inflation, bills have remained stable.

A motion was made by Conwell, seconded by Bunck to approve the August 2022 invoices. Motion carried.

**Public Comments:**

None

**City Council Liaison Report:**

Cronin gave an update on the New Century School building; City will have a short-term tenant (part of the construction team) in that building over the winter.

A proposal came before the Planning Commission and was submitted for approval for an assisted living and memory care facility near the high school with 45 units. The company has located similar facilities near schools with no issues. Traffic congestion is likely minimal and possible noise from sporting events was discussed.

COVID-19 boosters are becoming more widely available and recommended (ages 12+) for those at least 2 months past their last booster.

**Library Director's Report:**

Tonja Lepien, a long-time part-time employee, has accepted the Head of Reference position. Congratulations! Bunck suggested further discussion of implementing a Critical Incident Plan and Policy. This topic will be added to the October agenda.

**Old Business:**

Discussion of the 2023 budget: The board discussed the 2023 library budget including wish lists, carpet projections for this and next budget, and flat roof replacement in two areas. A lactation pod remains an area of interest. The board will review the final budget proposal in October, and the budget will go before the city in November.

**New Business:**

Burkart explained the process of staff additions/elimination/adjustments for new and curious board members.

**Adjournment:**

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

Meeting was adjourned at 7:22 pm. Next meeting will be held on October 5th at 6:30 pm.

Library board approved: October 5, 2022