

# BURLINGTON PUBLIC LIBRARY

166 East Jefferson Street,  
Burlington, Wisconsin 53105

## Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, March 29, 2022 at 6:30 p.m. in the Library Main Floor Meeting Room.

Present: Savaglia, Preusker, Larson, Guard, Chaffee, Bahr, Musgrave, Faber, Dunbar and Czaplowski.  
Also present: Davies and Puccini. Absent: Suzanne Dunbar, student representatives Emma Kendall and Noah Goldbeck

- Larson called the meeting to order at 6:30 pm.
- **Public Communication to the Board:** None.
- **Disposition of Previous Minutes** of the February, 2021 meeting. Savaglia moved approval, Haas seconded. Motion passed.
- **Disposition of General Fund Bills & Trust Fund Bills for February and March 2022:** Preusker moved approval as presented and Chaffee seconded the motion to approve the February and March general fund and prepaids, and reimbursements, in the total amount of \$52,674.45. Motion passed.
- **Committee Reports:**
  - a. Campaign Planning Committee-Savaglia and Larson volunteered to be a part of this committee.
- **Federated Library Report:**
  - a. **Walworth County Funding Shortage**-Davies discussed the shortage from Walworth county funding that can cause a 26,000 reduction in our budget this year 2022.
  - b. **New Library App Deployment**-BC Mobile is expected to come out at the end of April. Bookmyne will still be in place through May.
  - c. **System Merger ALS/LLS**
  - d. **Racine County Plan of Library Service**
- **Director's Report**
  - a. **Monthly Statistics Report:** lakeshores Consortium fees, Hoopla, two years of RFID Tag purchase, and Laptop docks were notable expenses.
  - b. **Hiring Updates**-We are in the process of hiring two new part-time employees. One Early childhood/Library Assistant position and one shelver. We plan to have them hired in April.
  - c. **Building and Grounds Update**-basement abatement is scheduled for April 5. They will remove the flooring from the book sale room which is where the elevator will go. Our new circulation desk will be delivered between April 22-25.
  - d. **Foundation and Friends Update:** No Update
  - e. **Library Director Certification**-Davies just submitted his paperwork for 5 year renewal. He is required to do 100 hours of Continued Education (CE) over 5 years with 10 of the hours being in technology.
- **Unfinished Business**
  - a. **Division of Campaign Planning Study:** Jodi discussed the survey process and said she had a lot of great conversations and that overall people were very supportive of the library expansion. There were some people on the list she could not get a hold of for an interview. Jodi believes that we can raise 2.5 million and possibly 3.5 million. She heard from many of the people in the interviews that the pool fundraising was done well, and perhaps we should look at their model for raising money. We need to develop campaign policies and start campaign planning which should begin February to May.

- **New Business**
  - a. Designation of Fundraising Consultant
- **Adjournment:** Bahr moved, Czaplewski seconded to adjourn. Motion carried. Meeting adjourned at 7:58 p.m.
- **Next Library Board Meeting** will be held on Tuesday, April 26 at 6:30 p.m. in-person.

Respectfully submitted,

  
Walter Bahr

Secretary