

WATERFORD LIBRARY BOARD OF TRUSTEES
OFFICIAL MEETING MINUTES
January 14, 2020

Call to Order: The meeting was called to order by President Romanak at 4:33 p.m. in the Community Room. Library Board Trustees present were Vice President Bechtel, Treasurer and Secretary Datka, Trustee Peters, Director Heather Kinkade and Circulation Supervisor, Sam Vogel. Trustees Halbach, McReynolds, and Vandehey were excused.

Public Appearance

John Dexter from Envisionware was presented to the board.

New Business

1. **Envisionware Presentation** John Dexter gave a presentation to the board explaining the services his company can provide to the library. He stated that almost 13,000 libraries use Envisionware for their RFID products and that Envisionware has 12 years' experience with RFID. He shared that the advantage of RFID is 100% efficiency for patrons who can easily self-check out, for staff and for security. He shared their quote of \$34,540.48 for everything that he recommends for the system.

2. **RFID Implementation** There was a brief discussion of the Envisionware presentation and implementation of RFID.

Minutes

There was a motion (Datka. Bechtel) to approve the December 10, 2019 Regular Meeting Minutes as presented. All ayes. Motion passed.

Librarians' Report

1. **Programming Review** Tabled until February 11th board meeting.

2. **Circulation Review** Tabled until February 11th board meeting.

3. **2019 Budget Review** Tabled until February 11th board meeting.

Invoices

The WPL Invoices for December 2019 Operations and Special Funds were presented and discussed.

There was a motion (Datka/Romanak) to approve December 2019 operation invoices:

December 2019 Operations – \$13,369.19
All ayes. Motion passed.

There was a motion (Bechtel/Peters) to approve December 2019 special fund invoices:

December 2019 Special Funds – \$2,030.66
All ayes. Motion passed.

Statements

Bank statements ending December 2019 were reviewed and discussed.

There was a motion (Datka/Peters) to approve the bank statement from Associated Bank as presented:

December 2019 Associated Bank Library Special Funds Account: \$51,050.50.
All ayes. Motion passed.

The December 2019 Investment Fund statement was available for review. The portfolio's total current value is \$163,362.35.

Old Business

1. **Impact Fees** Tabled until February 11th board meeting.
2. **Overdue Policy** The updated Overdue Policy was approved and signed.

Adjourn: There being no further business to come before the Board of Trustees, there was a motion (Bechtel/Datka) to adjourn. All ayes. The meeting adjourned at 5:45 p.m.