



To: Kaukauna Public Library Board of Trustees
From: Library Director Ashley Thiem-Menning
Date: 8/19/22
Re: CIP Update

As part of our safety and security capital improvement for the year, we purchased ten radios. These are the same radios that the school district uses to communicate with one another. Each full time staff member will have a radio, and we also have one for each service desk, one for the back workroom, one as floater, and an extra as necessary. Staff will be expected to have their radio on them whenever possible. The radios arrived earlier this week and staff will be trained on them soon.

The radios will be more efficient than our current phone system for staff to communicate with one another as our cordless phones often don't span the length of the entire building, nor are they reliable. We continue to have issues with the cordless phones not working, once going over a week without any of the phones at the youth desk working. Liz and James also continue to have issue with their cordless phones working. The City is exploring a new phone system, so we have been waiting to address this as part of a Citywide project.

We continue to explore our options for the shatterproof film for the entryway and for an emergency door lock. Our last vendor meeting for those projects has recommended that we work with a security company, and inquiries have already been sent. Once I have those expenditures figured, we will spend the rest of the funds from the CIP on additional security cameras.

