

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
Thursday, July 16, 2020 – 4:00 pm

Call to Order: Murphy Blank called the meeting to order at 4 pm. The meeting was held in the library, as well as virtually on the BlueJeans video and teleconference platform to protect our community from Covid-19.

Roll Call of Members: Members present were Sue Fehlandt, Sara Fieweger, Ellen Murphy Blank, Maggie Wolf, and Mary Van Grinsven. Library Director, Cherie Sanderson, was also present and kept the minutes of the meeting.

Recognition of Visitors/Comments: No visitors were present either in person or online.

Agenda Approval: Motion by Van Grinsven to approve the agenda as presented with the Chair's discretion to move the order of items on the agenda. Motion seconded by Fieweger. Motion carried.

Minutes Approval: Motion by Van Grinsven to approve the June 11, 2020 regular meeting minutes. Motion seconded by Wolf. Motion carried.

Treasurer's Financial Report: Fehlandt presented the June monthly report and the Year-to-Date financial report. End of June balance for the "5311" Checking Account is \$23,585.44 with \$4,526.53 segregated for the Reading Garden. End of June balance in the "Non-Profit 1012" Checking Account is \$15,876.19. Total funds available to the board at the end of June are \$39,461.63. Murphy Blank accepted the report to be placed on file for audit. Motion by Fehlandt to move \$500 from the "5311" Checking Account into the "Non-Profit 1012" Checking Account. Motion seconded by Fieweger. Motion carried.

Audit and Approval of Bills and Credit Card Transactions: Sanderson reviewed the bills to be paid. Bills to be paid by the library board total \$75.00. Bills to be paid by the Town total \$926.43. Bills already paid by the Town total \$4,524.89. Bills to be paid by the Friends total \$483.61. Motion by Fehlandt to approve payment of the bills as presented. Motion seconded by Van Grinsven. Motion carried.

Director's Monthly Report (taken directly from the report handed out at the meeting):

Circulation and Usage Statistics: See attached report.

Friends of the Library Update: The Friends met on Monday, July 13. They voted to cancel this year's Wine & Beer Tasting but try to do some kind of raffle or letter fundraiser. Ellen and others will be meeting soon to come up with ideas. More info to come. The Used Book Sale has been going well and has raised \$1500 so far – down from previous years but wonderful to have some income coming in! Members of the Friends will be putting the newsletter mailing together Friday, July 17.

Children's Program Updates: Children's Summer Reading Program started June 17th with pick up of reading logs and take and make crafts every week. There have been 3 virtual programs. We are getting the same number of children participating in the reading challenge and turning in reading logs. We have quite a few views of the videos on Facebook but not sure if they are families, children or Facebook users in general. We are happy with how it is going so far this summer!

Wisconsin Public Library System Redesign Project Update: Nothing new to report.

Upcoming Events and Programs:

- **Town of Boulder Junction Regular Meeting – Tuesday, July 28 at 6:30 pm**
- **Regular Library Board Meeting – Thursday, August 13 at 4 pm**
- **Town of Boulder Junction Annual Meeting – Tuesday, August 18 at 6 pm**
- **Book Clubs – postponed until August or September**
- **Knitting Club – First and Third Wednesday from 10-12 under the Lions Pavilion**

UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Meetings, Programming, and Other In-Person Gatherings:** The Community Center remains closed and town board will not be re-evaluating until their next regular monthly meeting. The plan is to only have online children's programming options through the fall. Sanderson will research ideas for either in-person outdoor talk with John Bates or an online talk.
- b. **Discussion and Possible Action – WiFi Hot Spot (or other options for emergency internet access):** NWLS will allow us to use the town's conference room WiFi to operate Sierra circulation. Sanderson has purchased a WiFi card for her computer and circ desk computer to enable this process. Sanderson will also verify with Reuss that the town has no objections to our use of Conference WiFi on the rare occasions we lose internet through Badgernet.
- b. **Discussion and Possible Action - Library Behavior During a Pandemic Policy – modifications to mask requirement:** Motion by Van Grinsven to revise the policy to require a mask be worn by all patrons age 5 and over and provide curbside service to any patrons that don't wear a mask. Motion seconded by Murphy Blank. Motion carried.
- c. **Discussion and Possible Action – Reading Garden Update:** No update and no action taken.
- d. **Discussion and Possible Action – Art in the Library Update:** No update and no action taken.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- a. **Discussion and Possible Action – Receiving Donations of Materials:** The board feels that we are ready to start receiving donations after July 21 when the Friends of the Library will be cleaning out the storage room. The library will allow donations any day that the library is open inside, or during regular curbside hours, or during the Tuesday book sale.
- b. **Discussion and Possible Action – Expanding Library Open Hours:** No action taken.
- c. **Discussion and Possible Action – Town Employee Handbook/Personnel Policy Revisions:** No action taken. Tabled until August board meeting.

Set Date and Time for Next Meeting: The next regular meeting will be held on Tuesday, August 11, 2020 at 2 pm due to scheduling conflicts.

Adjourn: Murphy Blank adjourned the meeting by consent at 5:27 pm.

Respectfully Submitted by Cherie Sanderson on August 4, 2020