

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
Tuesday, August 11, 2020 – 2:00 pm

Call to Order: Murphy Blank called the meeting to order at 2 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. Ellen Murphy Blank had to leave the meeting early.

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

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

Minutes Approval: Motion by Van Grinsven to approve the July 16, 2020 regular meeting minutes. Motion seconded by Fieweger. Motion carried.

Election of Officers: Motion by Wolf to elect the slate of officers with no change from last year. Motion seconded by Fehlandt. Motion carried.

Treasurer's Financial Report: Fehlandt presented the July monthly report and the Year-to-Date financial report. End of July balance for the "5311" Checking Account is \$23,070.81 with \$4,526.53 segregated for the Reading Garden. End of July balance in the "Non-Profit 1012" Checking Account is \$15,876.19. Total funds available to the board at the end of July are \$38,852.00. Fehlandt also presented a revised June report due to a typo. Murphy Blank accepted the reports to be placed on file for audit.

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 \$1,054.41. Bills to be paid by the Town total \$0. Bills already paid by the Town total \$4,227.11. Bills to be paid by the Friends total \$968.37. Motion by Van Grinsven to approve payment of the bills as presented and to pay the credit card bill when it arrives. Motion seconded by Fehlandt. 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 Used Book Sale has been going well and has raised a lot more money in the past few weeks – down from previous years but wonderful to have some income coming in! Members of the Friends sent out the newsletter/dues reminder on Friday, July 17 and we have had many dues paid since – not as high as previous year but they are still trickling in.

Children's Program Updates: Children's Summer Reading Program ended last week with the drawing for prizes held on Facebook Live. The prizes are being paid for by the Friends and will all be gift certificates to local businesses. Jessica does not think a virtual reading program will work for the school year, but we are researching some ideas for occasional online programs or videos and other reading incentive projects.

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

Upcoming Events and Programs:

- **Town of Boulder Junction Annual Meeting – Tuesday, August 18 at 6 pm**
- **Town of Boulder Junction Regular Meeting – Tuesday, August 25 at 6:30 pm**
- **Regular Library Board Meeting – Thursday, September 10 at 4 pm??**
- **Book Clubs – postponed until ??**
- **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. Motion by Murphy Blank to allow students to meet with teachers/tutors in the Reading Room when the library is closed to the public and there is at least one paid employee present with masks required. Motion seconded by Fehlandt. Motion carried.

b. Discussion and Possible Action – Library Reopening Plan: Hours and Library Staffing Re-evaluation: no action taken

c. Discussion and Possible Action - Library Behavior During a Pandemic Policy Revisions:

Motion by Murphy Blank to approve the policy revision to length of quarantine as presented. Motion seconded by Van Grinsven. Motion carried.

d. Discussion and Possible Action – Policy Review: Behavior, Equipment Loan Agreement:

Motion by Van Grinsven to approve the revised Behavior Policy as presented with one minor correction. Motion seconded by Fieweger. Motion carried. Motion by Van Grinsven to approve the revised Equipment Loan Agreement. Motion seconded by Fieweger. Motion carried.

e. Discussion and Possible Action – Reading Garden Update: No update and no action taken.

f. Discussion and Possible Action – Art in the Library Update: Van Grinsven suggested that Linda Pils be contacted regarding her photography for an upcoming exhibit. Van Grinsven will put her in touch with Sanderson.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

a. Discussion and Possible Action – 2021 Budget Preparation: Murphy Blank and Sanderson will meet with a representative from the town board to discuss the 2021 budget process. Sanderson will present a 2021 budget rough draft at the September board meeting.

b. Discussion and Possible Action – Policy Review: Personnel: No action taken. The board will convene a special meeting on Tuesday, September 15 at 4 pm to discuss Personnel Policy revisions.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, September 17, 2020 at 4 pm.

Adjourn: Van Grinsven adjourned the meeting by consent at 3:24 pm.

Respectfully Submitted by Cherie Sanderson on September 15, 2020