

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
Thursday, October 15, 2020 – 4:00 pm

Call to Order: Murphy Blank called the meeting to order at 4:00 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 (arrived late due to work), 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 Fehlandt 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 September 17, 2020 regular meeting minutes with the addition of information about policies being posted on the library website. Motion seconded by Wolf. Motion carried.

Treasurer's Financial Report: Fehlandt presented the September monthly report and the Year-to-Date financial report. End of September balance for the "5311" Checking Account is \$17,985.74 with \$4,526.53 segregated for the Reading Garden. End of September balance in the "Non-Profit 1012" Checking Account is \$17,373.26. Total funds available to the board at the end of September are \$33,749.45. 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 \$0. Bills to be paid by the Town total \$0. Bills already paid by the Town total \$4,767.81. Bills to be paid by the Friends total \$2,937.05. Motion by Wolf to approve payment of the bills as presented. 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 Friends have not met since our last meeting, so I have no updates about their bakeless cookie walk idea or the tax letter insert.

Children's Programming Updates: Jessica is still planning a variety of activities instead of our regular weekly afterschool reading program – we usually don't start the fall program until October.

Adult Programming Update: I have not planned any other virtual programs but plan to do a few later this fall/early winter. Knitting club has continued to meet under the Lions pavilion but will have to move somewhere else due to the cold. I am not sure where they will meet. Both Book Clubs have started online meetings.

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

Upcoming Events and Programs:

- **Books & Brews Online Book Club – Wednesday, October 21 at 7 pm**
- **Town of Boulder Junction Regular Meeting – Tuesday, October 27 at 6:30 pm**
- **Regular Library Board Meeting – Thursday, November 12 at 4 pm**
- **Boulder Junction Book Club – 2nd Wednesdays at 1:30 pm**
- **Knitting Club – First and Third Wednesday from 10-12 under the Lions Pavilion**

UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- Discussion and Possible Action – Meetings, Programming, and Other In-Person Gatherings:** The Community Center still remains closed and town board will be re-evaluating at their next regular monthly meeting. No action taken.
- Discussion and Possible Action – Library Reopening Plan: Hours and Library Staffing Re-evaluation:** no action taken
- Discussion and Possible Action - Library Behavior During an Epidemic Policy Revisions:** Motion by Van Grinsven to approve the policy revision as presented by Sanderson. Motion seconded by Fehlandt. Motion carried. All current policies are posted on the Library website.
- Discussion and Possible Action – Tax Letter Insert:** Motion by Fehlandt to use the tax letter insert for a Library Board request for donations and take out the Friends of the Library section. Motion seconded by Van Grinsven. Motion carried.
- Discussion and Possible Action – 2021 Budget Approval:** Motion by Fieweger to approve the FY 2021 Budget as presented by Sanderson. Motion seconded by Wolf. Motion carried.
- Discussion and Possible Action – Reading Garden Update:** No update and no action taken.
- Discussion and Possible Action – Art in the Library Update:** Discussion of a holiday themed exhibit for December and Sue Klein for January. No action taken.
- Discussion and Possible Action – Review 2020 Operations Calendar:** No action taken.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- Discussion and Possible Action – NWLS 2021 Member Library Agreement:** Motion by Van Grinsven to approve and sign the agreement. Motion seconded by Fieweger. Motion carried.
- Discussion and Possible Action – Review Wireless Internet Policy, Challenged Materials Policy and Statement of Concern about Library Resources Document:** Motion by Van Grinsven to approve the Wireless Internet Policy with discussed changes. Motion seconded by Wolf. Motion carried. Challenged Materials Policy and Statement of Concern about Library Resources Document tabled until next month's meeting.
- Discussion and Possible Action – Positive Covid-19 Case Response Plan:** No action taken.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, November 12, 2020 at 4 pm.

Adjourn: Motion by Fehlandt to adjourn. Motion seconded by Van Grinsven. Motion carried and meeting adjourned at 6:09 pm.

Respectfully Submitted by Cherie Sanderson on November 10, 2020