

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
Thursday, September 17, 2020 – 4:00 pm

Call to Order: Murphy Blank called the meeting to order at 4:02 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 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 August 11, 2020 regular meeting minutes. Motion seconded by Fehlandt. Motion carried.

Treasurer's Financial Report: Fehlandt presented the August monthly report and the Year-to-Date financial report. End of August balance for the "5311" Checking Account is \$20,481.34 with \$4,526.53 segregated for the Reading Garden. End of August balance in the "Non-Profit 1012" Checking Account is \$16,376.19. Total funds available to the board at the end of August are \$36,857.53. 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 \$5,967.68. Bills to be paid by the Friends total \$3,173.58. 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 Used Book Sale raised \$5402.29. The final sale during Colorama Arts & Crafts festival had to be cancelled due to heavy rain. Although this is down from last year, it is more than expected. The Friends officially cancelled the Wine & Beer Tasting and the Cookie Walk due to Covid-19 precaution. A way to make up those revenues is the tax letter insert, a bakeless cookie walk, and a letter campaign in the spring.

Children's Programming Updates: Jessica is doing a variety of weekly activities instead of our regular weekly afterschool reading program. The first week was an "I Spy" activity. This week is a guess the number of gummy worms in the jar activity. She has also been taking photos of new books and posting on Facebook.

Adult Programming Update: The John Bates virtual program had 125 views as of today. There is no way to know if these are one person per view, one household per view, or multiple views by the same person. I have not planned any other virtual programs but have some in the works. Knitting club has continued to meet under the Lions pavilion. Book Clubs have not been meeting but plan to start meeting both in person and online.

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

Upcoming Events and Programs:

- **Town of Boulder Junction Regular Meeting – Tuesday, September 22 at 6:30 pm**
- **Regular Library Board Meeting – Thursday, October 15 at 4 pm**
- **Book Clubs – postponed but starting soon?**
- **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 - Epidemic Policy Revisions Regarding Staff Exposure/Quarantine:** Motion by Fieweger to approve the policy revision as presented by Sanderson. Motion seconded by Van Grinsven. Motion carried. All current policies are posted on the Library website.
- Discussion and Possible Action – Policy Review: Personnel:** Motion by Fieweger to approve the revised Personnel Policy as presented. Motion seconded by Fehlandt. Motion carried. All current policies are posted on the library website.
- Discussion and Possible Action – 2021 Budget Preparation:** Motion by Fehlandt to request the same level of funding from the town in 2021 as 2020. 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:** Motion by Van Grinsven to approve Linda Pils for the next Art in the Library exhibit. Motion seconded by Fieweger. Motion carried.
- Discussion and Possible Action – Review 2020 Operations Calendar:** No action taken.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- Discussion and Possible Action – 2020 Tax Letter Insert Changes:** The Friends of the Library would like to suggest changes to our tax letter insert format. Discussion took place but item tabled until next meeting.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, October 15, 2020 at 4 pm.

Adjourn: Motion by Fehlandt to adjourn. Motion seconded by Wolf. Motion carried. Motion carried and meeting adjourned at 6:05 pm.

Respectfully Submitted by Cherie Sanderson on October 13, 2020