

Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
Thursday, November 12, 2020 – 4:00 pm

Call to Order: Murphy Blank called the meeting to order at 4:00 pm. The meeting was held virtually on the Zoom 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 October 15, 2020 regular meeting minutes. Motion seconded by Fehlandt. Motion carried.

Treasurer's Financial Report: Fehlandt presented the October monthly report and the Year-to-Date financial report. End of October balance for the "5311" Checking Account is \$14,929.42 with \$4,526.53 segregated for the Reading Garden. End of October balance in the "Non-Profit 1012" Checking Account is \$16,376.19. Total funds available to the board at the end of October are \$31,305.61. 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 \$4,315.38. Bills to be paid by the Friends total \$1,739.96. Bills to be paid from the Reading Garden fund total \$64.95. Motion by Van Grinsven to approve payment of the bills as presented. Motion seconded by Wolf. 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, November 9. They are okay with not being in the tax letter insert and doing a mailing instead. Cookie Walk cash donations will start coming in. Next meeting is Monday, January 11 at 1:30 pm.

Children's Programming Updates: Jessica is doing weekly activities. She has been posting new books on Facebook when they arrive. We are planning two "Book Walks" (also known as Story Walks). The first would be downtown starting the day after Thanksgiving and going until Christmas. The 2nd would be at Winter Park sometime in January or February.

Adult Programming Update: I have not planned any other virtual programs yet but have shared free programs that other libraries and organizations have done. Knitting club has been meeting in the library on Tuesday mornings when the library is closed. Both Book Clubs are doing online meetings.

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

Upcoming Events and Programs:

- **Books & Brews Online Book Club – 1st Wednesdays at 7 pm on Zoom**
- **Boulder Junction Book Club – 2nd Wednesdays at 1:30 pm on Zoom**
- **Knitting Club – First and Third Tuesday from 10-12 in the library?**
- **Town of Boulder Junction Regular Meeting – Tuesday, November 24 at 6:30 pm**
- **Regular Library Board Meeting – Thursday, December 10 at 4 pm**

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:** Motion by Wolf to accept Sanderson’s decision to go to Curbside Service only effective November 16 and until further notice. Motion seconded by Fehlandt. Motion carried.
- Discussion and Possible Action - Review Challenged Materials Policy and Statement of Concern about Library Resources Document:** Motion by Van Grinsven to approve the Challenged Materials Policy as presented by Sanderson. Motion seconded by Wolf. Motion carried. Motion by Fehlandt to approve the Statement of Concern about Library Resources Document as presented by Sanderson. Motion seconded by Fieweger. Motion carried. All current policies are posted on the Library website.
- Discussion and Possible Action – Reading Garden Update:** No update and no action taken.
- Discussion and Possible Action – Art in the Library Update:** No update and no action taken.
- Discussion and Possible Action –2020 Operations Calendar Monthly Review:** No action taken.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

- Discussion and Possible Action – Friends of the Library Request for Patron Database for Mailing:** Motion by Van Grinsven to approve the Friend’s patron database usage request for a membership drive mailing and forward the request to NWLS to get names and addresses. Motion seconded by Fehlandt. Motion carried.
- Discussion and Possible Action – Review Program and Collection Development Policies and Appendix B (Library Bill of Rights) and Appendix C (The Freedom to Read Statement):** Motion by Fehlandt to approve the Program Policy with discussed changes. Motion seconded by Wolf. Motion carried. Motion by Van Grinsven to approve the Collection Development Policy with discussed changes. Motion seconded by Fehlandt. Motion carried. Motion by Van Grinsven to approve Appendices B and C. Motion seconded by Fieweger. Motion carried.

c. Discussion and Possible Action – Holiday Cards/Gifts for Employees and Volunteers: Motion by Fehlandt to give Fritz a \$50 cash holiday gift and Zeller a \$25 cash holiday gift. Motion seconded by Wolf. Motion carried. Sanderson will buy Christmas cards to send to volunteers and board members will take turns signing cards. Sanderson will include a ¼ sheet insert in the cards with a personal note from the library.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, December 10, 2020 at 4 pm via Zoom.

Adjourn: Motion by Van Grinsven to adjourn. Motion seconded by Wolf. Motion carried and meeting adjourned at 5:36 pm.

Respectfully Submitted by Cherie Sanderson on December 8, 2020