Boulder Junction Public Library Board of Trustees
Minutes of the Regular Board Meeting
June 8, 2021 – 4:00 pm

Call to Order: Murphy Blank called the meeting to order at 4:01 pm. The meeting was held in the library as well as virtually on the Zoom platform to protect our community from Covid-19.

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

Recognition of Visitors/Comments: None.

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 Fehlandt. Motion carried.

Minutes Approval: Motion by Van Grinsven to approve May 13, 2021 regular meeting minutes and May 27, 2021 special meeting minutes. Motion seconded by Fieweger. Motion carried.

Treasurer's Financial Report: Fehlandt presented the May monthly report and the Year-to-Date financial report. End of May balance for the "5311" Checking Account is $27,664.58 with $4,461.58 segregated for the Reading Garden. End of May balance in the "Non-Profit 1012" Checking Account is $16,376.19. Total funds available to the board at the end of May are $44,040.77. 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 $566.45. Bills to be paid by the Town total $0. Bills already paid by the Town total $4,492.32. Bills to be paid by the Friends total $1,106.11. Motion by Fehlandt to approve payment of the bills as presented. Motion seconded by Fieweger. Motion carried.

Director's Monthly Report (taken directly from the report handed out at the meeting):
<u>Circulation and Usage Statistics:</u> See attached report.

<u>Friends of the Library Update:</u> The Friends newsletter/dues mailing went out to the patron database a few weeks ago – we've received many undeliverable' s back but have also received many donations! The next meeting of the Friends of the Library is on Monday, July 12 at 1:30 pm.

<u>Children's Programming Updates:</u> We ordered a baseball themed book for a new book walk at the ballpark, but it ended being back ordered. So, we've ordered a new book and when it arrives, Jessica will begin getting the new book walk ready to install at the ballpark. The first reading program is Wednesday, June 23. Jessica and her husband (and kids too) will be helping out with the Outdoor Movie Nights as well.

Adult Programming Update: Books clubs, Knitting and Mah Jongg have been meeting and with good attendance. I have 3 programs scheduled and 2 author visits/book talks scheduled. Because it is a hot and buggy summer, my presenters are now asking for indoor room use. I have held off scheduling anything else until we see how our first program goes and whether we can start doing inside programs with greater than 50 in attendance.

NWLS/NWLN Updates: The Overdrive/WPLC Consortium committee voted to keep e-magazines. The cost will cut into some of our other digital purchase ideas, so no decisions have been made yet about Newsbank, Hoopla, Kanopy or Creative Bug. We are continuing to help patrons with the new catalog – and work out some kinks.

Volunteer Handbook Update: I continue to work on updates to the Volunteer Handbook as time allows.

Upcoming Events and Programs:

- **Boulder Junction Book Club – 2nd Wednesdays at 1:30 pm**
- **Books & Brews Online Book Club –2nd Wednesdays at 7 pm at Aqualand**
- **Mah Jongg – every Monday 1-4 pm in the Boulder Lake Room**
- **Knitting Club – first and third Wednesday 10 am to Noon in the Nordlof Conference Room**
- **Thursday, June 10 – Monday, June 14 – Cherie on vacation**
- **Thursday, June 17 at 7 pm – History Program with Jim Bokern**
- **Tuesday, June 22 at 6:30 pm - Town of Boulder Junction Regular Meeting**
- **June 23 – August 4 – Children's Summer Reading Program Wednesdays 10:30-11:30 am**
- **June 26 – July 4 – Cherie on vacation (July 2 using paid holiday since 4th falls on a Sunday)**
- **Thursday, July 8 at 4 pm - Regular Library Board Meeting**
- **Wednesday, July 14 at 3:30 pm – Abe Lincoln program**
- **Thursday, July 15 at 7 pm – Author Connie Berry book talk**
- **Thursday, July 22 at 7 pm – John Bates**
- **Thursday, July 29 at 8:15 pm – Outdoor Movie Night**
- **Thursday, August 5 at 7 pm – Author Rand Atkinson**

UNFINISHED BUSINESS (DISCUSSION AND POSSIBLE ACTION):
    a. **Discussion and Possible Action – Meetings, Programming, and Other In-Person Gatherings:** No action taken.
    b. **Discussion and Possible Action – Library Reopening Plan: Hours and Library Staffing Re-evaluation:** No action taken. Sanderson will need to post a "Volunteers Needed" sign.
    c. **Discussion and Possible Action – Review Appendix D (Confidentiality of Library Records):** Tabled until next meeting.
    c. **Discussion and Possible Action – Reading Garden Update**: Fehlandt has found some new garden helpers, but more are needed. No action taken.
    d. **Discussion and Possible Action – Art in the Library Update:** Fiber artists will be on display in June. Bob Kovar will be on display in July. Fehlandt has an idea for August that she will pursue. No action taken.
    e. **Discussion and Possible Action –2021 Operations Calendar Monthly Review:** June items reviewed. No action taken.

NEW BUSINESS (DISCUSSION AND POSSIBLE ACTION):

      a. Discussion and Possible Action – Review Disaster and Privacy Policies: Motion by Fieweger to approve the Disaster Policy with changes as presented. Motion seconded by Fehlandt. Motion carried. Privacy Policy tabled until next meeting.

      b. **Discussion and Possible Action – Prepare Slate of Officers for July Election:** The slate will remain with current officers.

Set Date and Time for Next Meeting: The next regular meeting will be held on Thursday, July 8 at 3 pm.

Adjourn: Murphy Blank adjourned the meeting by consent at 5:36 pm.

Respectfully Submitted by Cherie Sanderson on June 23, 2021