

Round Lake Library Board of Trustees Meeting

March 9th, 2021

Zoom Teleconference

Trustees Present: Nancy Theissen, Diane Marchand, Sue Lesar, Marlene Sweet, Lydia Hoffman, Lance Spallholz

Associate Trustees Present: Angela DeMeritt, Lorrie Anthony

Excused: Stacey Thayer

Absent: Steve Ames

Director: Jennifer Hurd

Public: None

Meeting Dates: Jan 12, Feb 9 (SALS report), Mar 9, Apr 13, May 11, Jun 8 (budget subcommittee), Jul 13, Aug 10 (approve budget), Sep 14, Oct 12, Nov 9, Dec 14

The meeting was called to order by Nancy Theissen at 7:03pm.

Minutes: The minutes for the February trustees' meeting were reviewed. A motion to approve the minutes of the 2/9/21 meeting was made by Diane Marchand, seconded by Sue Lesar. The minutes were unanimously approved, with one abstention by Lance Spallholz, who was excused from the meeting. The minutes for the special meeting held on 3/1/21 to review the annual report were discussed. A motion to approve the minutes of the 3/1/21 meeting was made by Nancy Theissen and seconded by Lance Spallholz. The minutes were unanimously approved, with one abstention by Lorrie Anthony, who was absent from the meeting.

Directors Report: The attached* Director's report for February was discussed. Highlights include: -After a month of curbside service, the library resumed in-person browsing and pick up on February 10, 2021. Staff and patrons continue to wear masks and social distance within the library. -The new DVD cabinet, purchased at the end of 2020, arrived and has been installed in the Malta Branch. -The children's room in the Malta Branch is undergoing some changes to improve browsing for patrons, specifically the installation of more shelving to house collections of books. -Friday, February 25th was Library Advocacy Day, typically held at the state capital but virtual this year. The library director along with other directors and staff from SALS attended virtual meetings with our representatives to discuss library funding and how important it is to our communities. -Library staff continue with diligent cleaning, mask wearing and social distancing, while positivity rates in our area continue to be monitored and allow for informed decisions to protect the safety of our staff and patrons. There is hope that some in-person programs might be possible during the summer.

Saturday Hours: For the last 12 months, given the situation with the pandemic, the library has been closed on Saturdays. With the infection rates for the novel coronavirus going down in the area, the question was raised about whether to add Saturday hours back to the library schedule. Library director, Jennifer Hurd, has proposed adding Saturdays back to the library schedule starting April 10th, pending status for community infection rates continuing their downward trend.

Staff Education – Training Day: As staff return to normal library operations following the pandemic, library director Jennifer Hurd is proposing a day to refresh training and meet together in person.

Summer Programming: Library staff are preparing for the possibility of outdoor, socially distanced programs to be held this summer. The summer reading program may have an outdoor component for 2021.

Library Statistics: Monthly reports for the library statistics were reviewed. *Copies attached.**

Budget/Quarterly Reports/Warrants: The Board reviewed the monthly reports for the library budget, as well as profit/loss, balance sheets, and warrants for February of 2021. Motion to approve the financial documents through February 28th of 2021 was made by Lance Spallholz and seconded by Lorrie Anthony. The motion was unanimously approved.

PPP Update: A new account for the library has been proposed for the PPP funds in excess of those needed for immediate library operations. The options will be explored and the matter discussed further when more information is known, and discussed with the accountant who handles financials for the library

Adjournment: A motion to adjourn was made by Diane Marchand at 7:36 pm.

**** above are to indicate that copies are available for viewing at each of the library branches***