

Round Lake Library Board of Trustees Meeting

April 13th, 2021

Zoom Teleconference

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

Associate Trustees Present: Angela DeMeritt, Steve Ames

Excused: None

Absent: Lorrie Anthony

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 7:06pm.

Minutes: The minutes for the March trustees' meeting were reviewed. A motion to approve the minutes of the 3/9/21 meeting was made by Diane Marchand, seconded by Marlene Sweet. The minutes were unanimously approved, with one abstention by Stacey Thayer, who was absent from the last meeting.

Directors Report: The attached* Director's report for March was discussed. Highlights include: -Services remained steady for the month of March, with the library open for browsing, in-person pickup, fax/copy services and curbside pickup. -On March 10th the public computers were opened for limited use. Patrons may use one of four computers available in Malta, or the two in Round Lake, for up to 1 hour a day. -In addition to our regular services the library has provided 56 tax forms (print for free, on demand) and 7 notary appointments. -Library staff continue to create Take n' Make kits for our patrons, with seed starting kits new for this month. Each week a new plant is added and each kit contains seeds, a peat pellet and instructions for growing. -A staff meeting was held on Friday, March 26th, during which the staff discussed adding more evening hours and Saturday hours back into the library schedule. Increased hours will be added, starting in May, as long as it is safe. -A staff training day will be held on Friday, May 14th from 1 pm - 5 pm, held via Zoom. Jill Ryder from SALS will be doing an in-depth Q&A for Polaris (ILS system). -Staff remain diligent about cleaning, mask wearing and social distancing, continue to monitor positivity rates in our area, and make informed decision to protect patrons and staff. -The SALS annual meeting will be held on May 17th at 7:00pm via Zoom.

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 March of 2021. Motion to approve the financial documents through March 31st of 2021 was made by Sue Lesar and seconded by Lance Spallholz. The motion was unanimously approved.

Approval of Joint Automation Agreement: Joint Automation handles computers and software for SALS; there are no significant changes from agreements of previous years. A motion was made by Lydia Hoffman for board president, Nancy Thiessen, to sign the new document to approve services for another year. The motion was seconded by Lance Spallholz and unanimously approved.

NYLA Petition Bill: Due to an unusually high turnout in the last election, the number of signatures that would be needed to add a funding initiative to the ballot (10%) would be very high. As a result, a petition has passed stating that all votes for library-purposed funding ballot initiatives need only 25 signatures to be placed on the ballot. This is good news for any future requests for library funding that may need to be made.

Malta Carpeting: The library budget is at an advantageous point as it stands for 2021, and as parts of the library carpeting are showing wear and tear, it was discussed that it might be a good time to replace sections that are damaged. Further investigation into what precisely is needed and costs will be looked into and this item returned to in future meetings.

Adjournment: A motion to adjourn was made by Sue Lesar at 7:28 pm.

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