

SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting
421 High Street, Spooner, WI
April 27, 2021 at 5:00 PM
Meeting held in person at Library

A Call to Order at 5:00pm by Kevan

B. Roll Call: Kevan, Bodzislav, Fabert, Waltz, Johnson, Gagnon, Hopke arrived at 5:05pm

C. Approval of Previous minutes- Motion by Johnson, Fabert Second, Motion carried

D. Approval of Monthly Vouchers - # 27- # 43 Totalling \$ 10,137.97 Motion by Kevan to approve vouchers, Johnson Second, Motion carried

E. Public Comment - None

F. Old Business–

1. Library's Response to COVID-19 – Moving forward

a. Outdoor programming - The library will now be adding some outdoor activities. If it is drizzling, the book clubs will be held in the gazebo (masks will still be required). If it rains heavily, the event will be cancelled. For the transition for the outdoor activities, the library's folding chairs can be brought outside or patrons can bring a blanket to sit on. The monthly Lego club will resume in person with reserved tables, but some things will remain on line. As further Covid 19 restrictions are being lifted, more people are resistant to wearing masks. However, the library still requires everyone (over 2) to wear a mask. The library's policy is in place and if a patron refuses to wear a mask after several reminders, the library will shut down if needed. Curbside requests have dropped, but patrons can still book a curbside pickup Monday - Saturday using the form on the website.

2. Break room update – New Knapp Designs has come to measure and will come back with quotes by Monday May 3rd, which the Director will share at the next board meeting.

3. Security Cameras Update - The Director has met with the Finance Committee at the City Hall and the budget of \$2000 for the cameras was approved, but It will still have to go to the Council meeting for the final approval. Angie will contact Eric at the City to enquire about annual maintenance for the cameras.

G. New Business–

1. Library Officer Positions

a. The Board Welcomed New Board member -Chuck Gagnon who is a City Representative. Chuck Gagnon has replaced Terri Reiter.

2. Supporting Team Mental Health - It was agreed by the board that the Director can work 4 10 hour days if she wishes.

a. Sick leave, adjusted hours - The Director will check with the City that staff can use sick leave for mental health on an hourly rate.

H. LIBRARIAN'S REPORT –

1. Grants

a. Awarded ALA's Libraries Transforming Communities Grant, \$3,000

b. Did not receive IEEE Region 4 Science Kit Grant, \$2,000, but the Director will explore funding to still make this happen. A \$125 donation for

education will go towards the Science Kits.

c. Applied for AARP Community Challenges Grant, \$139,000 (will find out in June)

2. Spring 2021 Newsletter - The Newsletter features many interesting events and groups including Story Hour, Buddy Book Club, a Hobo Quilt Scavenger Hunt, A Big Truck Rally, Kites and Kittens (pick up a free kite and cuddle a kitten), Crystal Science, Art tips for Beginners, Turkish and Arabic language sessions, a book sale, Pick up Trash event and a Mystery Yarn Contest. There is something for everyone!
3. New catalog: spooner.northernwaters.org - The Northern Waters new catalog is now in place, it is fantastic and so easy to navigate - it replaces the Merlin catalog.
4. Community First update - Community First is getting close to finalising their board members. A refrigeration truck has been acquired for the purpose of one more Farmers to Families program. Pop up Pantries, which will be coordinated to coincide with the mobile library events at Town Halls throughout Washburn County are being planned. These events will be twice a month and volunteers will be needed to help out. A project is being put in place to organise community gardens in Washburn County to address food insecurity. The Director has met with Tammy at Feed My People and are organising emergency food bags to be made available .
5. Strategic Plan Update - The Strategic Plan is almost finished and will be presented to the Board at the July meeting.
6. March Statistics - The library is slowly moving back to normal circulation.

I. FINANCIAL REPORT –

2021: TOTAL EXPENDITURES FOR 2021 = \$ 91,131.80

2021: TOTAL REVENUE FOR 2021 = \$ 316,437.49

REPLACEMENTS = \$ 154.38

LIBRARY DONATIONS = \$ 1,831.22

LIBRARY DONATIONS RESTRICTED = \$ 300.00

GRANTS = \$ 1,000.00

COUNTY CONTRIBUTIONS = \$ 130,150.37

GENERAL PROPERTY TAXES = \$ 183,000.00

OTHER = \$ 1.52

LIBRARY DONATIONS/GRANTS CARRYOVER: \$ 5,456.79

J. NEXT MEETING – May 25th 5pm at the Library (With Masks and social distancing)

. **K. Adjourn - 5:45pm** Motion by Johnson , Waltz Second .Motion carried