

SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting

421 High Street, Spooner, WI

June 22, 2021 at 5:00 PM

Meeting will be held in person with masks and social distancing required

A. CALL TO ORDER –

B. ROLL CALL –

C. APPROVAL OF PREVIOUS MINUTES –

D. APPROVAL OF MONTHLY VOUCHERS –

E. PUBLIC COMMENT –

F. OLD BUSINESS –

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

a. Incident at library with unruly patron

b. Recommendations from Director

Continue outdoor programming as well as indoor spaced programming

Promote physical distancing, clean/dirty signs, sanitizer use

Keep barriers at the front desks up

Staff and patrons asked to stay home when ill

Two spaced computers open on children's wing, all open in adult wing

Promote laptop availability for curbside services

No quarantine of returned items

c. Masking requirement currently Monday- Wednesday, discuss next steps

The library Pandemic Policy states, "This policy is developed with the intention of employing best practices to protect health and safety of both staff and patrons and shall be in effect until the Washburn County Public Health and/or the state deem the health risk has passed." Per conversation with Public Health, Washburn County has a fully vaccinated rate of 49.5% now which is well below herd immunity. Public Health recommends continuing to provide masked days for community members who may be immunocompromised, unable to get the vaccine, or families with younger children not yet eligible for vaccination that want to ensure their children are protected.

2. Break room update – Estimate and design from New Knapp Designs

3. Security Cameras – Update

G. NEW BUSINESS –

1. \$50,000 donation from Judith Ostrom in memory of parents Marshall and Lorraine Petersen

a. Accessibly, building disrepair (crack in wall), building project, break room, other ideas

2. Bi-Annual Employee Handbook Review – Sections 1-3

3. Board position open – Liza Temple resigned and need another board member from municipality

4. Toward One Wisconsin Conference: A Conference on Equity, Diversity, and Inclusion – October 12-13. Eau Claire, Director would like to attend. \$150 and split hotel cost with Sherry from NWLS.

H. LIBRARIAN'S REPORT –

1. Inventory Report – 103 items lost = to a loss of .27 percent of collection in 5 years

2. Books & Bread – Outreach events held at Birchwood, Crystal, and Trego Town Halls with leftover produce made available at library. Impact: 205 individuals served, 1,298 pounds of food distributed, with fiscal impact of \$2,711. A handful of library cards reinstated and items checked out.

3. Jail Transitions – Update
4. Ready2Eat and emergency food bags to be available at the library
5. Community First update – 501(c)3 application and Essentia Health grant submitted.
6. Strategic Plan Update
7. Community Challenge Grant –3,565 applications received and we were not chosen.
8. May Statistics
9. Other Reports

J. FINANCIAL REPORT –

2021: TOTAL EXPENDITURES FOR 2021 = \$ 120,9758.98

2021: TOTAL REVENUE FOR 2021 = \$ 371,874.34

REPLACEMENTS = \$ 257.37

LIBRARY DONATIONS = \$ 53,379.37

LIBRARY DONATIONS RESTRICTED = \$ 1,082.71

GRANTS = \$ 4,000.00

COUNTY CONTRIBUTIONS = \$ 130,150.37

GENERAL PROPERTY TAXES = \$ 183,000.00

OTHER = \$ 1.52

LIBRARY DONATIONS/GRANTS CARRYOVER: \$ 5,456.79

J. NEXT MEETING –

July 26, 2021 @ 5:00 p.m.

K. ADJOURN