

SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting

421 High Street, Spooner, WI

May 25, 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. Outdoor programming as well as indoor spaced programming
 - b. Physical distancing, clean/dirty signs, sanitizer use to continue
 - c. Glass barriers to remain up
 - d. Staff and patrons asked to stay home when ill to continue
 - e. All adult computer stations to open but children's side (open to all ages) to only have 2 open.
 - f. 24-hour quarantine up for debate at Network meeting
 - g. Masking requirement to change from age 2+ to 5+
 - h. Director's recommendation to make the following statement regarding next steps: In March 2020, Spooner Memorial Library sought out advice from Washburn County Public Health, Center for Disease Control (CDC), Department of Instruction, and specific library related entities on how to best navigate the COVID-19 pandemic. This has not changed over a year later and continues to guide us in our reopening plan. We are aware of CDC's statement allowing vaccinated individuals to gather unmasked. We will not be asking patrons if they are or are not vaccinated, thus we will continue to require 100% mask compliance at this time. However, we have a plan in place to start moving more towards normalcy. One such plan is to adjust our mask requirement when St. Francis de Sales school is out as students use the library almost daily. Beginning June 7, the library will adjust the mask requirement to the following: Monday-Wednesday will require 100% mask compliance in ages 5+ and Thursday-Saturday will not require 100% mask compliance. This change allows library patrons who are unable to be vaccinated an opportunity to still safely use the library at the beginning of the week. Once Washburn County reaches a 70% vaccinated rate, the library will no longer require 100% mask compliance as the County has approached herd immunity rates. We may make this change prior to the 70% mark if deemed appropriate by public health. The library will continue to host programs outside if possible or limited seating inside. We will be opening more computer stations and more seating has already opened up. We appreciate your patience and respect as we navigate COVID-19 together.
2. Break room update – Estimate from New Knapp Designs
3. Security Cameras – Approved with City
4. Supporting Team Mental Health – Update on sick leave

G. NEW BUSINESS –

1. Annual Review of Director – At this time the chairman anticipates going into closed session as per State Statute 19.85(1):19.85(1)(c) considering employment, promotion, compensation or performance

evaluation data of any public employee over which the governmental body has jurisdiction or exercises to discuss the annual library director evaluation.

H. LIBRARIAN'S REPORT –

1. Books & Bread – Town Hall pop-up pantry and library program
2. Jail Transitions – Program with Feed My People, UW Extension, SL Public Library
3. Community First update – Finalizing 501(c)3, community gardens
4. Book Sale – Raised \$1,042.49 from book sale, part to be used for Large Print books
5. Strategic Plan Update
6. March Statistics

J. FINANCIAL REPORT –

2021: TOTAL EXPENDITURES FOR 2021 = \$ 114,007.18

2021: TOTAL REVENUE FOR 2021 = \$ 320,994.23

REPLACEMENTS = \$ 199.37

LIBRARY DONATIONS = \$ 3,217.97

LIBRARY DONATIONS RESTRICTED = \$ 425.00

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 –

June 22, 2021 @ 5:00 p.m.

K. ADJOURN