

Regular Meeting of the Kilbourn Public Library Board of Trustees  
Wednesday, July 8, 2020

Members present: Bill Pettit, Glenn Deedon, Dan Anchor, Jo Ann Luke, Dianne Effinger, Sara Ketterer (zoom), Kerri Ryan, Cathy Borck, library director.

- I. Call to Order
  - A. Proper notice having been given pursuant to Sect. 19.84 of Wis. Statutes, and therefore being in compliance with the Open Meeting Law, the meeting was called to order by President Bill Pettit, at 4:30 pm.
- II. Motion to approve minutes from last month made by Dan. Second by Glenn. Motion carried.
- III. The Library Director's Report will be available to members prior to the meeting and included as an attachment to the minutes.
  - A. Friends of Library not working right now. No final decision on WoZhaWa book sale at this point.
  - B. More libraries are opening up and starting more deliveries.
  - C. Grant for wifi access points and some cabling.
- IV. Financial Report made by Cathy. Motion to approve the monthly expenditures made by Glenn, second by Jo Ann. Motion carries.
- V. Committee Report - none
- VI. Unfinished business - none
- VII. Motion to convene into a closed session made by Dan, second by Glenn. Each member voted yes individually to move into closed session. Motion carries.
- VIII. Motion to convene into an open session made by Dan, second by Glenn. Motion carries.
- IX. Motion to act on what was discussed in closed session made by Dan, second by Dianne. Motion carries.
- X. New business
  - A. Discuss and review COVID related opening procedures
- XI. Items for referral to next meeting
  - A. Receipt of monetary donation
  - B. Budget
  - C. Columbia and Sauk County reports
- XII. The next meeting will be Wednesday, August 5, 2020, at 4:30 pm.
- XIII. The meeting adjourned on a motion by Dan, second by Jo Ann. Motion carried.

Respectfully submitted, Kerri Ryan, Secretary

**July 8, 2020**

Director's Report

**Friends of the Library**

Friends are not meeting or volunteering at this time. Staff have been working on scanning, sorting and pricing donations. There has been no decision made on the WoZhaWa sale.

**Library statistics**

**June**

Door Count – 3732 in library / 4 curbside

Last year – 7414 Last month – 32 in lib / 286 curbside

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Computer users – 284

Last year – 676 Last month – 18

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Wireless users – 406 users

Last year – 726 / 5195 Last month – 203 users

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Circulation – 3284

Last year – 6005 Last month – 1312

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Bookmobile Circulation – 121

Last year – 391 Last month – 104

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**June Programming**

Jody has been doing some online stories and demonstrations. Each week she puts together some activity bags for patrons to work on here or at home.

Kendra did a couple of online stories and did an outdoor story time at Sunshine Day Care.

Our guest presenter, Ulrike Gruenberg finished up her Facebook presentations on Kindness. They were popular and she has offered to do some more programs in the future.

We had a craft day on June 27. We had one family attend in person. Several families took the crafts home.

We held our June book discussion on *The Nest* by Cynthia D'Aprix Sweeney via Zoom. We had planned on possibly holding it outside so people were disappointed but we felt it was

safer to hold it online. We still had 6 people attend each session and everyone enjoyed the book.

### **Update on Services**

We are still getting delivery 2x week but the amount of items has been slowly increasing as other libraries open and begin to check in and fill holds.

We will be having an online all Director's meeting on Thursday of next week. We will be looking at the 2021 preliminary budgets.

SCLS is applying for grants on behalf of the member libraries. If approved we will be getting an outdoor wireless access point. The library will have to provide the cabling for the access point. I will have to determine where we should put the access point so that people are able to access the wireless either in their cars or around the building.

### **July Programming**

Next week we will be hosting a live outdoor concert. A husband & wife duo called The Stapletons will be performing on Tuesday, July 14 at 10am. We are asking people to bring their own lawn chairs or blanket and we will hold it out in the library lawn.

We will try another craft day at the end of July and we will be making designing summery food crafts.

We are hoping to have July book club outside weather and virus permitting. We are reading *Pay It Forward* by Catherine Ryan Hyde.

Mascot Day has been cancelled.

### **Donation**

We received a \$50,000 donation from the Hazel Seaman's estate.