

## Sauk County Library Board Minutes

November 17, 2020 via zoom

**Board Members Present:** Joan Fordham, Peggy Heidenreich, Barbara Morford, Rob Nelson, Linda Kettner and Carlyne Kotchi-Aslaksen

**Others Present:** Jessica Bergin (BAR), Lily Friedrich (LAV), Raina Roloff (NOF), Nicholas Studnicka (PLA), Lauren White (PDS), Sue Ann Kucher (REE), Katie Schofield (RKS), Emily JUDD (SKC), Lisa Thomas (SGR), Cathy Borck (WID), Martha van Pelt, SCLS

Fordham called the meeting to order at 9:00 and verified compliance with open meetings law.

Morford moved and Kettner seconded to accept the agenda. Motion passed.

Heidenreich moved to accept minutes and Kettner seconded to accept the May minutes as corrected (re the furniture move in the Sauk City library report) . Passed by unanimous vote.

**Budget discussion.** Sue Ann reviewed the successful progress of the budget through the County Board's process. It passed without changes for the full amount. The sole decision remaining is for distribution of tech money. With the suggestion from Borck the technology funds were allocated equally among the remaining nine libraries. Heidenreich moved, Kotchi-Aslaksen seconded and motion carried by unanimous vote. Nelson cautioned board about the pandemic's effect on circ stats, which will complicate the funding structure for next year. He suggested embracing the "essential business" concept given the role libraries have played.

**SCLS Report.** Van Pelt reported that many libraries continue to serve with doors closed. Some have reverted to curbside service or by appointment. SCLS website has bounce back page for editing by libraries. There is a live link to what libraries offer, including days of quarantine. Thirty SCLS libraries are now fine free and five more have no fines for juvenile items. Budget considerations are ongoing regarding the use of contingency funds. The Building Needs Assessment group is moving forward, looking at 2023 when the current lease expires. Given the \$30,000 per month rent for the two facilities, a purchase may better serve. It would allow combining both services and delivery components in one space which could be more efficient as well lower costs. The project has been able to advance in spite of Covid and the market is currently very good for buying commercial property.

### LIBRARY REPORTS.

**Baraboo.** Library now open by appointment only for use of computers and copiers. Staff had been run ragged by the demands of service with Covid specs and all the on-line programming. Building project is on track to begin demolition and construction in the spring. The pandemic has complicated the planning process but also prompted the addition of a drive up window, which will help the disabled, moms with little ones as well as those who are ill. The air circulation system has also been upgraded to better control viruses.

**LaValle.** LAV is temporarily closed due sharing a building with a municipality that does not require masks.

Lily Friedrich was hired in August as the Library Director and has been approved as a permanent employee after a 90-day probation period.  
LAV became a fine free library on October 19th.

Lily Friedrich (she/her) Library Director, La Valle Public Library, 103 W Main St, La Valle, WI 53941, (608) 985-7323, [Lily@lavallelibrary.org](mailto:Lily@lavallelibrary.org)

**North Freedom.** Open and now fine free. There are board members and the budget is balanced for the first time. Will move to curbside if circumstances require.

**Prairie du Sac.** Services starting Thursday by appointment only for better control of covid exposure and to have a better control on cleaning after each patron. Doing lots of on line programming, baby songs, story time. Also have Make & Take bags for preschool and elementary age and also one for adults.

**Plain.** Still open for two patrons at a time. No issue with mask wearing. May need to close at a moment's notice. Some on-line programming continues. The reduction of public visitation has provided a good opportunity for building projects, including updated lighting, enclosing the side room for study area and new furniture.

**Reedsburg.** Offering regular hours, though with appointment-based services. Staff is very busy. Managed a software switch. Working on a strategic plan with a community survey. Still doing lots of online programming, Make & Take bags and adult book discussion. Making progress tagging books for self check—30% completed.

**Rock Springs.** Now fine free and ground breaking for the new building was held last Thursday. Hope for completion by May 1st. Working with SCLS on planning the interior. Moved to curbside service yesterday. Applied for several grants. Backed off of some online programs because parents were complaining of screen-time overload. The adult book program has been successful.

**Sauk City.** We are grateful for full funding from Sauk County, especially after receiving a decrease from the village and having a new building with much higher maintenance expenses.  
\*We went back to curbside-only on October 26 after several staff members needed to quarantine or get tested.

\*We had some programs on the patio until weather turned cold including book club and a bike repair workshop. We're currently doing virtual programs. Book talks for the schools and book club via Zoom. Recorded story times.

\*We have a story walk installed in downtown business windows in cooperation with Prairie du Sac. Each downtown has a related story.

\*Our craft Take and Make bags for preschoolers and school-age children have been extremely popular. We're planning on adding adult ones soon.

\*We're down to a 24- hour quarantine based on DPI recommendations.

\*We have a new Library Assistant on staff, who is fluent in Spanish and has experience with outreach to the Hispanic population.

\*We're adding an external wi-fi access point to get full coverage to the parking lot. (currently only the first row has coverage.)

Emily Judd, Director, George Culver Community Library, 615 Phillips Blvd  
Sauk City, Wisconsin 53583, (608) 643-8346, [emily@saukcitylibrary.org](mailto:emily@saukcitylibrary.org)

**Wisconsin Dells.** Still open and doing curbside with bookmobile. Some staff have been affected by covid so there are separation zones for staff. Attendance is modest now. Getting masks has not been a problem so far. Planning a program with PBS host Inga Witscher, around the Farm Kitchen. Have a story walk around building. Hoping not to have to close again.

**Spring Green** Community Library Report Lisa Renier Thomas November 17, 2020

COVID-19 Response July 6 through October 24 we operated using an “express” model: patrons could come inside the library, but only the circulation desk, new releases shelves, computers, and copier were accessible.

Beginning October 26 we returned to curbside service only, with appointments available for computers and copy services. Library hours are Mondays, Tuesdays, Wednesdays, and Fridays from 11am- 4 PM, Thursdays from 1 - 6 PM, and Saturdays from noon until 2 PM.

Returns are still quarantined four days before processing. We are encouraging patrons to continue utilizing virtual services.

Virtual/Other Programs We continue to host virtual programs including weekly storytimes and monthly “Junior Chefs” cooking programs. Every other week we offer a different Grab-and-Go activity kit (one for children/one for teens adults). The Story Walk® has proven very popular (with pages placed in the windows of downtown Spring Green businesses) and books have been changed out monthly.

We have had some success with a “Librarian’s Choice” materials bundling service.

We have begun calling patrons ages 70 and over in the hopes of easing possible loneliness and isolation. This is a longer-term project but manageable; we have around 420 patrons in this demographic.

Expanded Delivery & Pick Up Service We are working with a local non-profit, River Valley Commons, to provide materials delivery and pick up to those without transportation, with health or mobility issues, or who have difficulty visiting during our temporary hours.

Staffing We have had three instances of staff needing to quarantine due to exposure to individuals with positive tests. No staff have tested positive.

Grants We have received two CARES grants totaling \$8900. We also worked with the Village on a Routes to Recovery grant, which reimburses COVID-related expenses. We will not know until December whether this amount is approved.

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Fordham applauded all librarians for their exemplary efforts.

Next year's calendar set as follows:

Jan 26<sup>th</sup> 3.30 pm

May 25<sup>th</sup> 3.30 pm

July 13<sup>th</sup> 9.00 am

Nov 16<sup>th</sup> 3.30 pm

Welcome to our new members.

Morford expressed thanks everyone for all their good work & farewell, having completed her term.

Minutes submitted, B. Morford November 27<sup>th</sup>, 2020