

Sauk County Library Board Minutes
May 12, 2020 via Zoom

Board Members Present: Pat Andreessen, Joel Chrisler, Joan Fordham, Peggy Heidenreich, Sue Meise, Barbara Morford, Rob Nelson

Others Present: Lauren White (PDS), Cathy Borck (WID), Nick Studnicka (PLA), Raina Roloff (NOF), Lisa Thomas (SGR), Emily Judd (SKC), Katie Schofield (RKS), Jessica Bergin (BAR), Sue Ann Kucher (REE), Martha van Pelt, SCLS, Linda Kettner of Spring Green

1. Fordham called the meeting to order at 9:00 and verified compliance with open meetings law.
2. Andreessen moved and Heidenreich seconded to accept the agenda. Motion passed.
3. Meise moved and Andreessen seconded to accept the January minutes. Passed unanimously

Welcome was extended to new member Joel Crisler and to alternate Rob Nelson.

4. SCLS Report. Van Pelt described the extensive organizational efforts required to meet the novel corona virus challenges. Though the majority of SCLS staff are able to work from home, the delivery service is severely impacted. In order to assure the safety of library materials, the bins must be stored for three days each after pick up from libraries and then again before distribution. This reduces delivery to once per week. System Directors are meeting each week planning for the eventual reopening. Budgets will be affected at all levels of government, so SCLS staff will forego any raises and fee discussions are ongoing.

Predictably, Overdrive is seeing exponential increase in use and several libraries, SCLS and the Madison Library Foundation have all contributed to cover increased expenses. As to the sanitizing of physical library materials, the IMLS found that because of the presence of plastics, the three-day minimum is required.

5. Budget Discussion - Kucher reviewed all the major metrics of Sauk County's libraries, including 11,321 average visits per week, 64,744 attendance at programs and total circulation of 796,000 for 2019. She described the budget calendar and accepted volunteers to serve with her on the budget committee for this year. Volunteers include Fordham, Crisler, Kucher, Schofield & Borck.

6. Librarians' Reports.

Baraboo. Curbside pick up (p/u) underway for 3 weeks and going well. Able to maintain social distancing (sd) with minimal staffing. Will continue current options through May and then reassess. Returns got stacked up, but maintaining on-line programming, story time and some Facebook live activities including a teen booktalk. Trying to increase adult online programming.

North Freedom. Curbside p/u began April 24th but has been slow. Community is not especially technology inclined or enabled. Much of their work has been by phone or conversations outside curbside. No programming currently; library opening is in contrast to other municipal offices & services.

Prairie du Sac. Curbside p/u began April 24th and after a busy start it dropped off. Currently of the 36 slots available, only 15 to 20 are generally taken. Digital storytime has been popular drawing 15 to 30. Have tried not to do too much on-line programming because of the heavy screen time facing families coping with home schooling. All staff are retained at full hours, so no hardship suffered.

Plain. Plain started curbside p/u on Monday. Are mostly serving the “hardcore” patrons.

Reedsburg. Curbside p/u began May 4th which has been well received. Staff is at 75% time and Sue Ann is full time working remotely 50% & 75%. City is very supportive of library’s efforts. A variety of on-line programs include Spanish, Sunday Songs, Storytimes and Study Break. Wireless nodes have been moved to assure service to the parking lot. Planning underway for future options. Hoopla coming for more on-line content.

Rock Springs. Curbside p/u began 4/29 but very slow given limited collection and space. Virtual programming includes weekly storytime, an after-school program and an adult “No Rules” club via Zoom. Many questions about what summer will be like. A “Craft to Go Bag” is in the works.

Sauk City. After being closed for 6 weeks, we began Contactless Curbside Pick-up on April 27. We are scheduling holds pick-ups from a cart outside at 15-minute intervals. Returns are being quarantined a minimum of 7 days and staff are using safety protocols for risk mitigation. So far we’re averaging about 20 patrons a day utilizing this service.

- We re-positioned our wifi access points for a stronger signal to the parking lot to create a “Wifi Drive-in.” Several patrons a day use this service.
- We were glad to have our 8 internet hotspots to lend out during the pandemic, providing internet access to those who would otherwise not have it. Our hotspots are paid for by Sauk County Technology Funds.
- We are offering several virtual programs--Chapter a Day (currently Anne of Green Gables), virtual story time, and our regular book club via Zoom. Cookbook Club has stayed active by exchanging recipes in a group email.
- We had 7 participants in a mail art project. Each person created 7 pieces of “mail art” and mailed them to each other, so that everyone received 6 pieces of mail.
- We’ve been promoting our digital products as much as possible. Digital circulations have increased by 41% from pre-pandemic amounts. In addition to the digital products libraries have through SCLS, we also have Hoopla and Kanopy.
- The renovations to the new building are still on schedule to be finished May 27.
- While we are closed, we are preparing for the move that starts June 17. Some collections are already being boxed up. We are hoping to have a soft opening on July 6.

Spring Green. Report May 12, 2020 -- Lisa Renier Thomas

COVID-19 Response

- Library closed doors March 16.
- Curbside pickup March 20 and 21. Resumed on Mondays and Wednesdays April 27. Added Saturdays May 9.
- Book drop closed March 23. Plan to begin accepting returns within next couple of weeks.

- “Dial-a-Librarian” available weekdays noon-2 since March 23.
- Weekly virtual storytimes began March 24. Now offered every Wednesday.
- Began offering web-only library cards March 27.
- One or two staff in library every day. Balance of work performed remotely.
- Planning a virtual summer reading program for adults and children using BeanStack.
- Communicating with patrons through Facebook, website, curbside newsletter, phone calls, email.

Youth Programs Before Closure

- Pre-K Storytimes ● Toddler Storytimes ● LMP (Lego Minecraft Pokemon) Club
- “Read with Me” (Read to Rover) ● Furry Council ● Junior Chef
- Anti-Valentine’s Day Party for Teens/Tweens

Adult/All Ages Programs Before Closure

- Winter Stargazing ● Grow Food, Not Lawns

Other

- Garden work to begin ● Adult arts program ● Summer Reading Program Kickoff (for all ages) June 1 or 15.

Wisconsin Dells started curbside pickup of items on Friday, April 24. It is going well. The first couple of days we were filling up our pickup slots and were booking ahead but now we are able to keep current with requests. We are circulating all of our items. We are giving out craft kits and coloring books if patrons want them. We are offering the service Monday through Friday, 9am – 5pm, and Saturday, 9am-2pm. We are also accepting returns during those hours. We don’t have our book drop open at this time but have big bins outside. We have 4 full time staff people working at this time. Our part time person will be coming in later this week to start working some hours. We have 2 full time employees who have requested not to work until the Safer at Home order is lifted so they are using sick and vacation time. We are going to one of our bookmobile stops every week. It is a senior apartment complex. They request things ahead of time and we have the items bagged up and most of them come outside to pick the items up. We have a couple of patrons that we leave and pick up at their door.

We are starting to plan for what we think the next phase of library service will look like. We are hoping to open our computer area with a limited amount of computers and seating and shorter time limits to allow for sanitizing between uses. We will continue to offer pick up of holds or requested materials.

Staff are doing reading stories and demonstrating crafts a few days a week on Facebook. We have a community member who is a psychologist starting a series of short presentations on stress and coping skills leading up to a zoom program hopefully in June. We did a community read during National Library Week. Our Friends group purchased gift cards to local businesses for drawing prizes.

Next meeting will be July 14th in Spring Green (if possible to meet in person).

Motion to adjourn: Moved by Heidenrich, seconded by Meise. Passed unanimously.