

**Spring Green Library Board Meeting  
Tuesday, August 11, 2020 via Zoom Video Conference**

The meeting was called to order by Sue Meise at 5:00 PM in compliance with the Open Meeting Law. This meeting was conducted via ZOOM and will not be recorded.

**Present:** Sue Meise, Linda Kettner, Robin Reid, Janet Keel, Linda Thering, Sam Van Hallgren

**Absent:** EdLilla

**Library Director:** Lisa Renier Thomas

**Guest:** Bridget Roberts

**Agenda:** Robin Reid moved to accept the agenda, seconded by Linda Thering. Motion carried.

**Minutes:** Linda Thering moved to accept the minutes from the previous meeting, seconded by Sam Van Hallgren. Motion carried.

**Treasurer & Financial Report:** Linda Kettner moved to accept the treasurer and financial report, seconded by Sam Van Hallgren. Motion carried.

**Approval of Bills:** Linda Kettner moved to accept the bills, seconded by Linda Thering. Motion carried.

**Director's Report:** Lisa distributed her report. We have had a steady number of visitors since the doors opened. SCLS delivery has expanded to 3 times a week. The virtual summer reading program ends Aug. 15. Circulation is up significantly. Lisa is working on a policy for opening the Community Room. Questions were raised concerning costs for cleaning the Community Room and restrooms. The room will remain closed until we move to our next level of service. She will talk to SCLS about community room use questions regarding cleaning and opening bathrooms. The Friends Group has not had a meeting and the garage sale has been cancelled. We received a Wisconsin Humanities Council grant in the amount of \$7,500. \$4,275 will be used for staff salaries and the balance for digital programming tools. There are no strings attached and no matching required funds. Janet Keel moved to have Linda Thering coordinate with Lisa to determine if the \$7,500 gets deposited with the village or in a library account, seconded by Robin Reid. Motion carried.

**New Business**

**-2021 Budget:** Lisa thinks we are hitting our targets this year. There will probably be shortfalls next year. Lisa will check on suspending periodicals. Our share owed to the village is \$26,750. Wendy at the village office needs to know what our 2021 request will look like. Linda Thering moved to have Lisa Renier-Thomas notify Wendy that the library board is coming in with the same request as 2020, seconded by Linda Kettner. Motion carried.

**-Info on Trustee Training Week August 24-28:** Board Members are encouraged to sign up for workshops. A link to this was included in the meeting materials.

**-Wisconsin Humanities Council Grant:** This was discussed during the director's report.

**-Maintenance on Natural Gas Pipe:** Alliant Energy inspected the gas pipe where it comes into the building and determined the connection is not up to code and needs to be fixed. ASAP came and looked at it. They could get it up to code for \$100-\$400 depending on accessibility.

### **Old Business**

**-WiFi Access Points:** The 3 points were installed by Ed Lilla (SCLS staff does not go up ladders). The access points look great. Cable has been run for the external WiFi point, everything has been paid for, there will be a fee for support after 2 years. Janet Keel moved to have Lisa talk to Ed and get the external WiFi point installed, seconded by Sam Van Hallgren. Motion carried.

**-Library Service Plan:** Suggestions were made about switching some hours of operation to include evening hours, making displays more tangible, 1 on 1 work on genres for patrons. Lisa will brainstorm with the staff on these suggestions.

**General Public Comment:** Bridget Roberts said that when she has been working people have been gracious about the work the staff is doing. The staff has been accommodating patrons by bringing several books to patrons for them to look at and choose from. They get lots of good comments and are happy. Many people are continuing with curbside pick-up. Sue Meise mentioned the genealogy group that has worked on things in the archive room. The group wants to make their work accessible to the public perhaps in book form or CD as a money maker for the library.

**Date of Next Meeting:** Tuesday, September 8, 2020 at 5:00 PM A performance review for Lisa will take place during a closed session.

**Adjournment:** Linda Thering moved to adjourn this meeting, seconded by Robin Reid. Motion carried.

Respectfully submitted,  
Linda Kettner