

**Spring Green Community Library Board Meeting**  
**Tuesday, September 8, 2020 via ZOOM**

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

**Present:** Sue Meise, Linda Thering, Linda Kettner, Janet Keel, Sam Van Hallgren, Ed Lilla

**Absent:** Robin Reid

**Library Director:** Lisa Renier Thomas

**Guest:** Bridget Roberts

**Agenda:** Linda Thering moved to accept the agenda as printed, seconded by Linda Kettner. Motion carried.

**Minutes:** Janet Keel moved to accept the minutes from the August 11, 2020 meeting, seconded by Linda Thering. Motion carried.

**Treasurer & Financial Reports:** Linda Kettner moved to accept the treasurer's report, seconded by Janet Keel. Motion carried. Linda Kettner moved to accept the Financial report as presented by Lisa Renier-Thomas, seconded by Linda Thering. Motion carried. Lisa is going to check on where the payroll portion of the \$7,500 grant is showing up.

**Approval of Bills:** Linda Thering moved to approve the bills, seconded by Janet Keel. Motion carried.

**Director's Report:** Lisa distributed her report. The number of visitors coming indoors seems to be gradually increasing. Computer use remains steady. SCLS delivery is back to the normal schedule. The virtual summer reading challenge ended Aug. 15. Storywalk continues. New services include "Librarian's Choice" book/materials bundle service, materials pick-up and delivery service partnership with River Valley Commons, phone check-ins for all patrons ages 70 and older. Circulation continues to recover. Lisa shared a list of her accomplishments that included: getting to know the staff and community, coordinating public listening sessions, holding highly attended adult programs, holding goal setting sessions with each staff member, bringing in over \$10,000 in grants and navigating leadership during a pandemic. She has a response to her formal review from earlier in the year, but hasn't shared it with the board yet. Lisa asked if this was a good time to be talking about the Strategic Plan. The SCLS staff is currently working remotely. She will contact Shawn from SCLS about this. There was some discussion at this time about the new wireless access points. Ed Lilla reported that there was not enough room in the conduits to run wire to the garden area. During this portion of the meeting Linda Thering reported the Friends group is working on a Stay at Home and Read fundraiser. There were also questions regarding a concern about accessibility of the handicapped parking spot during the Farmer's Market. Lisa will check on this and has communicated with the chairperson of this event.

**New Business**

**-Routes to Recovery Local Government Aid Grants:** The village has received a COVID Relief grant from the Federal Government that could potentially reimburse COVID related expenses. Linda Thering will check with Wendy at the village office about the availability of any grant money. Lisa will prepare a worksheet of library related expenses.

### **Old Business**

**-Library Service Plan:** The hours that the library is currently open was discussed along with the book return. Lisa will talk to the about these issues.

**General Public Comment:** Bridget Roberts reported that the \$7,500 grant has not entered our budget yet. She tried entering it and did not get a receipt from the village until last week. She reported that the way staffing is right now there might be only 1 person at the library early. With regard to using the outdoor book-drop she said the staff has to reach into it to retrieve items and putting a bin inside it would be too difficult for staff members to lift out. Bridget said it is easier to use the totes on carts for returning items. She feels having different hours of operation would be fine. Sue Meise asked about putting return bins out when a staff member is present, but the library is not open.

**Next Meeting:** Tuesday, October 13, 2020 at 5:00 PM via ZOOM

**Adjourn:** Ed Lilla moved to adjourn this meeting, seconded by Sam Van Hallgren. Motion carried.

Respectfully submitted,  
Linda Kettner