

Village of Hortonville Library Board

Meeting Minutes 5-5-2020

Meeting was called to order at by at 4:00 p.m. by Jenna Foth, President

Members in attendance: Kay Forton, Veronica Woodward, Todd Timm, Lex Jandourek, Jenna Foth, Pat Lund-Moe

Members absent/excused: Michael Wirkus

Others present: Allie Krause, Library Director; Jeanne Bellile, Village President; David DeTroye, Village Administrator

Minutes from the April 14, 2020 board meeting were approved. Veronica moved, Kay seconded, motion passed.

Agenda Changes: none

Public Comment- none

Director's Report:

- a. Statistics: 5 new registrations for cards, but residency can't be verified at this point. OWLS is working on a process for verification to be used until after closure. Can check out e-resources, but nothing else, until verification complete.
No net lender/borrower ratio update. .63 at end of March, big improvement.
17,820 circs since beginning of year.
Lots of new materials have arrived and being promoted.
- b. Personnel Update: Beginning April 20th, only 2 staff on site per shift to insure social distancing.
- c. Curbside Pick-up: Started April 24th. Surge, now tapered off a bit. 143 accounts checked out first week. Patrons have opted to have an alternative item if their choice is not available, which has increased interest in new authors and other materials, as well as acclimating staff to materials. Google form is used and patrons can also call.
Weekly Director meetings have assisted in feedback and ideas.
Bins delivered today for first time, but materials returned to home library at this point. May change in future to offer interchange between OWLS libraries.
- d. Budget: Differing numbers between library budget numbers and Village numbers in payroll/benefit sections. Budget on target for this time of year. Revenue numbers down due to closure.

Library Expansion Discussion David presented information, drawing shared with board. Expansion considered to add off the east side of library. Looking at collaboration with seniors/ADRC and the Legion for within the present building. Other options for "senior center" include property on the south side of the parking lot and west side of property next to Highway M. Input is being sought from interested and involved community groups, although this is a challenge during the safe-at-home order.

Library Board Annual Meeting

- a. Review of Bylaws

Suggestion to include video/audio under Article IV, Section 5 after “...in person or via phone”.
Will have to be approved at next meeting

b. Officer Elections

Jenna opened nominations

President: Todd nominated Jenna Foth, Veronica seconded. Voice vote: Kay, aye; Todd, aye; Jenna, abstain; Veronica, aye; Pat, aye; Lex, aye.

Vice-President: Pat nominated Veronica Woodward, Kay seconded. Voice vote: Kay, aye; Todd, aye; Jenna, aye; Pat, aye; Veronica, abstain; Lex, aye.

Secretary: Todd nominated Pat Lund-Moe, Jenna seconded. Voice vote: Kay, aye; Todd, aye; Jenna, aye; Veronica, aye; Pat, abstain; Lex, aye.

Payment of Bills/Vouchers: \$1351.21 Total. Kay moved to approve, Todd seconded. Voice vote: Kay, aye; Todd, aye; Jenna, aye; Veronica, aye; Pat, aye; Lex, aye.

Friends of the Library Update: Lunch provided for staff and flowers delivered during first days of on-site work. Two monetary donations made, one for \$1500 to cover unpaid fines, and another for \$100 as unrestricted. Posting will be made on both FOHL page and library page regarding holding book donations for book sale, hopefully to be held this fall.

Future Meeting Dates: June 2, 2020 4:00pm

Items to add for future agendas:

- a. Library Director Review - June
- b. MiFi Renewal- June
- c. Wisconsin State Library Standards
- d. Strategic Plan
- e. Revised by-laws - June

Motion to Adjourn at 4:51 by Kay, seconded by Todd.

Submitted by Pat Lund-Moe, Secretary