

**Augusta Memorial Public Library Meeting Minutes**  
**Monday, February 15, 2021 5:30 pm**

Meeting called to order at 5:32 pm by Lori Wells

Quorum Present

Open Meeting Law Compliant

Agenda Approved : Motion made by Del/ seconded by Bunny

Minutes Approved: From November 16, 2020: Motion made by Brenda, seconded by Bunny

Present: Rebecca White Body, Bunny Turner, Barb Johnson, Del Thorson, Polina Kudelina, Brenda Pettis, Lori Wells

Also present: Leslie LaRose

Absent: None

Financial Report: There have only been five vouchers since January, all from pre-approved vendors. No new orders will be placed until after the Annual Report and prior year's orders are complete.

Director's Report:

1. Lindsay Clark was hired as the Youth Services librarian in early January.
2. DPI is conducting a Broadband Speed test through March 15; participation is important so data can be collected to improve Internet speed throughout the state.
3. The library plans to use donations and memorial gifts to install a permanent Story Walk in a park on the north side of Augusta. The goal is four featured books a year, and installation will begin when the weather permits.
4. Library staff is creating kits with different themes that can be checked out.
5. The library is seeking donated puzzles that will be available for checkout.
6. Lindsay will begin a youth outreach at the school so kids can get to know her and get excited about summer programming.
7. Bunny moved to accept the report, Del seconded, all approved.

Friends of the Library report

1. Because the Friends are collecting donations through the Augusta Area Foundation, which is tax exempt, they thought the Foundation issued donor acknowledgements. Since it doesn't, many donors didn't receive them. The Friends are working to send the missing acknowledgements.
2. Since the Friends can't use their normal in-person Friends Week display table, they'll use written promotions (social media, etc.)
3. They may host National Library Week activities in the Reading Garden if weather permits.
4. The Senior Center has invited the Friends to do their annual book sale this year, although the format may have to be modified depending on the COVID situation at that point.
5. The flamingo fundraiser could still go on with modifications, like maybe selling flamingo-shaped cookies. Leslie will ask the bakery if it can provide them.
6. The Friends approved \$250 for a Talewise digital program for kids.
7. The Board acknowledged the report.

#### Pandemic response update

1. As of Jan. 25, the library is open at 25% capacity (two patrons browsing, one on the computer, two staff members). It also offers two curbside pickup slots at a time; items are placed in the vestibule for pickup. If patrons arrive without an appointment but there's room, staff lets them in and assists them. To date, nobody has been turned away.
2. Appointments begin at the top of the hour but since not all patrons use their entire hour, there's flexibility to allow different people in. No online appointments are available between noon and 2:00 so staff has time to work, although they can let patrons in if they arrive during this time.
3. The library will continue this policy for the foreseeable future. There have only been two patron complaints since the pandemic began; most patrons are understanding and grateful for library services.
4. Lori asked whether staff have to be counted towards library capacity; Leslie reported that they do as long as they're in the front area.
5. Del questioned whether the library's high ceilings and bathrooms can count toward the square footage since doing so may allow an additional 1-2 patrons in at a time. Leslie replied that the calculations were made using a spreadsheet provided by DPI and the square footage that has always been reported on the library's Annual Reports. She'll look into whether the number of patrons in the library can be safely increased.

#### Interim Municipality Agreement

1. This agreement obliges Eau Claire County libraries to reimburse each other when patrons check out materials from libraries that aren't their home library. No other Wisconsin county has a similar agreement. The smaller libraries consistently lose money under these terms. Fall Creek is especially hard hit and wants to withdraw from the agreement. Leslie recommends withdrawing if Fall Creek does but wants to coordinate the withdrawal with all the other smaller libraries to avoid a prolonged period between giving notice and actually being able to withdraw. She'll discuss logistics at the next Library Directors' meeting. There's no rush since the decision doesn't have to be finalized until September.

#### 2020 Annual Report

1. Leslie went over the Annual Report with the Board, including the pandemic's effects on hours, services provided, and programming. Circulation was down compared to last year, in large part because courier service was cancelled for a while. Even when the library was completely closed, calls were routed to Leslie's cell phone so she could assist patrons. Because the library increased virtual programming, it was able to offer 193 programs and had 1118 people participate.
2. The library had \$142,337 in revenue and \$142,192 in expenditures. The Board fund has \$8240.
3. Lori Wells will sign the Annual Report.
4. Bunny motioned to accept the report, Barb seconded, all approved.

#### Statement Concerning Public Library System Effectiveness

1. Les reported that IFLS provided invaluable support and leadership during the pandemic.
2. Brenda motioned to accept the statement that IFLS is effective, Del seconded, all approved.
3. Leslie will send the Statement to DPI as a separate attachment.

Adjournment

1. Del motioned to adjourn, Polina seconded, and the motion was passed. Meeting adjourned at 6:31pm.

Minutes taken and typed by Rebecca White Body