**Board of Trustees Meeting**

**Dwight Foster Public Library**

**March 8, 2021**

**Zoom**

**Present:** Rob Abbott, Tom Fick, Bruce Johnson,Kirsten Mortimer, Julie Olver, Sara Podoll, Eric Robinson, Diana Shull, Mike Wallace,

**Absent:** Autumn Harden, Rebecca Houseman LeMire

**Guests:** none

**Call to Order & Introductions:** The meeting was called to order at 9:30 AM by Tom Fick.

**Approval of Minutes:** The minutes of the February meeting were approved. (Wallace, Johnson) (Tom would like to discuss website and progress at next meeting.)

**Public Input/ Communications:**

* Library received a few donations this month.
* Article in *On Wisconsin* about Louise Butler Walker has sparked some planning for event/display/program about her life in cooperation with the museum. Article: <https://onwisconsin.uwalumni.com/features/running-from-race/>

**Approval of Bills:**

* Library boilers still have some maintenance issues every winter. This February they had to have some work done as well.
* Library has no program budget, so author fees and other program costs come out of the capital maintenance line.
* The payments for all February bills were approved. (Wallace, Olver)

**Director’s Report of Financials and Services for February 2021:**

February fines to City: $51.49

YTD fines to City: $51.49

February Revenue to City: $26.06

YTD Revenue to City: $26.06

YTD Total Deposits: $77.55

**Director’s Report Highlights:**

Link to full report:

* Librarians became eligible for vaccine March 1st. County had some pushback from the state about whether they were eligible. County has remained firm that librarians should be part of group 1b.
* All of revenue has been received from the Adjacent County funding and has been deposited with the city.
* Library participated in the National Day of Unplugging and the Little Free Libraries local scavenger hunt. Library created make-your-own Little Free Library kits for kids to take.
* Eric participated in the Library Legislative Day. He met with Steve Nass and Cody Horlacher.
* New city manager, Rebecca Houseman LeMire, will come to tour the library and meet the staff on Tuesday, 9 March.
* Eric is working on recalculating the formula for funding from the County that is based on rural circulation from communities without a library. Broaden definitions to include non-physical circulation.

**Re-opening the library Feb. 15th update – (Action: discussion)**

* Reopening has gone well. Circulation has gone up.

**Library circulation policy approval– Eric (Action: approve policy changes)**

* These are simple policy approvals for circulation of materials and the adopted changes to library fines last board meeting. There were necessary language changes to incorporate the fine free policy change.
* Motion to approve the changes to the circulation policy documents. (Olver, Wallace)

**Inviting outside Jefferson County or Bridges board members to present to our at future – (Action: Vote)**

* Discussion happened at last meeting, but vote never happened.
* Motion to approve extending an invitation to Jefferson County or Bridges board members to present at future meetings. (Mortimer, Johnson)

**Friends of the Library (Julie Olver reporting):**

* Friends approved $8,000 in funding for programming
* First book sale scheduled for April 10th. Guidelines: masks, limited numbers, limited time at sale. Sale will be staffed by Friends board members.
* After this sale, Friends will discuss accepting donations.

**Adjournment:** The meeting was adjourned at 10:04 AM. (Wallace, Podoll)

**NEXT** **MEETING: April 12, 2021 at 9:30 AM**