

**Virtual Library Board Minutes**  
**Thursday February 18, 2021**  
**7:00 am**  
**Library Meeting Room**

Due to the COVID-19 pandemic, the Library Board will hold its meeting as a virtual meeting. The Library Board will **not** meet at the Library. Rather, members of the Library Board and staff will join the meeting by using Zoom via a computer, tablet, or smartphone, or by calling into the meeting using their phones, as described immediately below.

Members of the public can also join the meeting by using Zoom via a computer, tablet, or smartphone, or by calling into the meeting using their phones, as described immediately below.

**Topic: Library Board Meeting**

Time: Feb 18, 2021 07:00 AM Central Time (US and Canada)

Join Zoom Meeting <https://us02web.zoom.us/j/6957671486?pwd=aEp0dGRhWGpVQnp2RG11blpydHYyUT09>

Meeting ID: 695 767 1486 Passcode: 081540

One tap mobile +13126266799,,6957671486#,,,,\*081540# US (Chicago)

+19292056099,,6957671486#,,,,\*081540# US (New York)

Dial by your location

+1 312 626 6799 US (Chicago)

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Meeting ID: 695 767 1486 Passcode: 081540 Find your local number: <https://us02web.zoom.us/u/kdCp0a2III>

Meeting called to order at 7:01 am

Present: Bullette, Craft, Kuse, Leary, Ott, Salerno and Director Williams

Absent: Boehnen

**Guest and Public Comments: None**

**Motion to approve minutes from January 28, 2021 was made**

**Motion was seconded**

**Result of Vote- all in favor**

**Treasurer's Report:**

Approval of library bills- bills were simple, all approved

Endowment Fund update - \$237,624 is current balance, cash is available to withdraw; \$7,915 is 3-year rolling average of Endowment income

**Presentation of 2020 Annual Report**-it was presented to the Leadership Team last week; will add wireless printing service to the list of new services; circulation drop was about 50% across the board for other libraries. Is there a pent-up need for Library services? Many calls about wanting full use of the Library including access to all stacks, do not have enough staff to fully disinfect entire Library, people wanting to use children's area for a place

to hang out, present the pent-up demand in the presentation, emphasize efforts to provide YouTube channel for pre-recorded programming; many Libraries incorporating a Community Outreach position in staff

**Director's Report**-Ripple Project training is very in-depth, if all employees vaccinated, could be internal changes, would like all staff back in building by March 15, balancing Library standards for quarantining and disinfecting with Public Health standards for capacity

**Review & Discuss**

- Endowment Fund Spend for 2021 continue to fund JAMF software for the iPads and the mobile hot spot (\$720 combined total) and rest of spend for Hoopla
- Donations / New plaques in lobby-Ott will help look at possible options including electronic options

**Motions**

**Motion to approve the 2021 Endowment Fund spend of \$7,915.00 with \$720 to fund JAMF software and mobile hot spot and the remainder for Hoopla.**

**Motion was seconded**

**Result of Vote-all in favor**

**Motion to approve Collection Management Policy as presented**

**Motion was seconded**

**Result of Vote-all in favor**

**Future Agenda Items Next March 25, 2021**

- Schedule Leadership Team visits to Board Meetings
- Introduce revised volunteer program move away from volunteers doing work that staff is doing
- Gift policy
- Instructions for Endowment Fund withdrawal
- Village Board representative

**Motion to Adjourn was made at 8:27 am**

**Motion was seconded**

**Result of Vote-all in favor**