

(These minutes have not yet been approved by the Library Board of Trustees)

The meeting was called to order 2:00 p.m. by Board President Mary Nelson. Members present: Nelson, Townsend, Edwards, Theim and Waugh (acting recording secretary). Excused, David. Also present, Erin Foley, Library Director and Marylu Silka. Dana Peterson, Jim Bialecki and Kyle Patterson were in virtual attendance.

The meeting was properly announced. Motion to approve agenda by Townsend/Edwards. Motion carried.

Bills were circulated for review and initials.

Motion to approve the minutes by Townsend/Theim. Motion carried.

Motion to approve financial report by Theim/Townsend. Motion carried.

Treasurer's Report for April: Balance forward 94,790.51; interest 57.54; Admin fees -113.47; gains/losses -2,387.22; balance 97,571.80.

Communications and reports: Theim reported that the short story contest end date is July 28th. Some donations received for food pantry.

SCLS Report: Nelson reported on the virtual April 22,2021 meeting. Financial report 2020 audit was approved; review and updated budget for new headquarters construction; approve agreement with Rio Public Library to join Linkcat; and discuss return to in-person meetings.

Director's Report: Circulation is slowly increasing, 2653 from 422 during pandemic. Budget on track. Budget sheets for this year will be available June 15th, per Kyle.

Quick Notes: 1 day for jury selection is still on.

3 new Library Aides in training are Emily Erickson, Emma Eastley and Mia Moore.

Erin digitally attended the Wi. Assoc. of Public Libraries May 4-7 and gave a brief presentation. Wi. Library Assoc. fall conference is set for Green Bay November 16-19, 2021.

The library now has an Instagram account "AdamsCoLibWisc".

Summer reading program brochures are available. These programs are being planned for outdoors.

Emergency Broadcast Benefit is a grant for digital resources including hotspots and digital services. ACL is eligible for the funds.

New mobile app for catalog will be starting June 1st. Information on SCLS website.

Discussion and Action Items:

9 a. Discussion on purchasing gaming (\$1,529.84), shelving for Jr. book section (Madden & Associates \$5,876), and teen room equipment/furniture (Emmons Business Interiors \$3,137.37). Will also use money from Tavern League donation, any grants and a donation from Friends of the Library. Motion to approve by Edwards/Theim. Motion carried.

b. Discussion on having an August 6-7 Book Sale. Plan to advertise in July. May need tent if plans for indoor socializing is not in place yet.

c. Review of HR updates to Library Personnel policy. Need to speak to Michelle first. No action.

- d. Corp Counsel review of Confidentiality of Library Records policy. No new Corp Counsel hired yet. No action taken.
- e. Review of Library 5-year Plan & Goals, Long-term Planning (Strategic Planning). Discussion took place, no action.
- f. Review of Bounceback best practices for Library services starting June 1st. All agreed on proposal with excluding the opening on Saturdays to start July 1st and Teen room to open at a future date.

Agenda items for future meetings:

1. Book sale
2. Review of HR updates to Library Personnel policy
3. Corp Counsel review of Confidentiality of Library Records policy
4. Review of Library 5-year Plan and Goals, and Long-term Planning (Strategic Planning)
5. Review of best practices for Library services
6. Bookmobile planning updates

Next meeting will be June 21st at 2:00 p.m. in the Adams County Community Center.
Meeting was adjourned at 3:03 pm by Nelson.

Respectfully submitted,

Barbara Waugh,
Acting Recording Secretary