

Rosemary Garfoot Public Library Board Meeting
Minutes
Tuesday, September 15, 2020

Present: Diane Kalscheur, Jane Varda, Jennifer FitzRandolph, Carolyn Abbott, Mary Mirkes
Also present: Pam Bosben

Meeting held via Zoom due to COVID-19 safe distance guidelines.

1. **Call to Order:** FitzRandolph called the meeting to order at 5:20pm.
2. **Public Comment:** None
3. **Approval of Minutes from August 2020 meeting (action item):**
 - a. Motion made by Abbott to approve August 2020 Board minutes. Mirkes seconded. Motion carried.
4. **Treasurer's Report:** The cash management account reported at \$47,645.67. The General account reported at \$43,715.47. Revenues to village reported at \$16.40.
5. **Approval of Bills (action item):** Abbott motioned to approve the bills and Mirkes seconded. Motion carried.
6. **Director's Report:**
 - a. The UW Go Big Read selection is *Parkland: Birth of a Movement* by Dave Cullen. This will be the selection for our September Carpe Librum Book Discussion Group.
 - b. Puppy Pen Pals has begun. Kids are picking-up kits and will be writing to the dogs starting this month.
 - c. Nature Scouts Takeaway program will begin next week. Families will sign-up for a nature scavenger hunt kit which will include the scavenger hunt, a nature journal, small magnifying glasses and a granola bars.
 - d. Pertzborn Plumbing did the annual fire system check and everything is in order.
 - e. Delivery is back to 5-days per week and all libraries are now sending and receiving materials.
 - f. Tracy Herold, the director of Dane County Library Service (DCLS), called to touch base on how things are going in our libraries. Much of the discussion was about COVID-19 impacts and the Ripple Project. DCLS is exploring ways to handle the negative impact on statistics that are used to determine Dane County reimbursement.
 - g. The resolution to exempt the Village of Cross Plains from Dane County library tax in 2021, has been approved by the Village Board and submitted to the County.
 - h. RGPL continues to receive requests from groups asking to use the library study rooms and meeting space. These spaces will not be available for general public use into the foreseeable future. To keep the meeting room safe for village and library meetings, requires limiting use of the area. Study rooms continue to be used for quarantining returned materials and items going in and out for delivery.
7. **Reports:**
 1. Director's – Near-term goals:
 - a. Bosben and staff are making an extra effort to find creative ways to get books into kid's hand during COVID-19.
 - b. Bosben and staff are planning to expand multi-racial offerings in the adult fiction section.
 2. President's - none
 3. Village Update - none

Beginning October 2020, the Director's Report will be consolidated under agenda item #6.

8. Old Business:

a. 2021 Operating Budget Update:

- The Village Board budget discussion will take place early November.
- November 24, 2020 scheduled public hearing and passage of village budget.

9. New Business: None

10. SCLS/DCLS/WPLA Updates:

- a. SCLS** – Potential for \$900 SCLS grant. Several items under consideration are an automated person-counting device at the library door entrance and/or a software package to remotely help patrons with computer issues while in the library. Both items will help with COVID-19 safety measures for patrons and staff.

- b. DCLS** – The Ripple Project was discussed.

11. The next meeting is Tuesday, October 20 at 5:15pm.

12. Adjournment: Kalscheur moved and Mirkes seconded to adjourn meeting. Motion carried, and meeting adjourned at 5:55 pm.

Respectfully submitted by C. Abbott