

The Library Board of Kewaskum, Washington County, Wisconsin, met at the Kewaskum Annex Building, 1308 Fond du Lac Avenue, Kewaskum.

Committee members present at the meeting: Teresa Meltz, Connie Zemlicka, Juli Hesse, Sandi Radeztsky, Jim Westphal and Andy Mayer. Absent was Dave Spenner; arrived late. Others in attendance: Lori Kreis and Tammy Butz.

Meeting was called to order by Teresa Meltz at 1:30 p.m.

Motion by Jim Westphal to approve the meeting minutes from May 11, 2020 and May 22, 2020, seconded by Connie Zemlicka, voice vote, motion carried.

PUBLIC INPUT – none

FINANCIAL

Approval of Bills - Connie Zemlicka motioned to approve payment of bills, seconded by Andy Mayer, voice vote, motion carried.

Budget Review – Lori Kreis advised that spending for the summer programs as begun and that we will be spending less on performers than budgeted for.

REPORTS

LIBRARY

Circulation – Lori Kreis reported that wireless usage seemed low through May. She will review and update as needed. In the first week of re-opening, circulation was at 475. Database searches has increased.

Monarch System – Lori Kreis provided an update for Monarch Systems:

- Interviews for a new System Director have been completed.
- RB Digital will be upgrading the e-Magazine subscription to the unlimited collection at no additional cost for the remainder of the year.
- ILS Membership revised agreement will be presented at the July 2020 meeting.
- Bridges and Monarch System will be doing a library promotion of Get Your Library Card
- Next meeting is June 11, 2020

Director's Report – Lori Kreis provided her report:

- Monarch worked on the installation of a new router, there are outstanding issues and Monarch is working with Heartland, Village IT provider, to correct this.
- Melissa Hutchins had her three-year anniversary of working at the library.
- Preparation for the Summer Learning Program, 125,000 Minutes Celebrating 125 Years of Stories, has begun. The program runs from June 15 – August 9.

Washington County Library Services Board – Next meeting is August 20, 2020.

VILLAGE BOARD – no report

SCHOOL DISTRICT – Andy Mayer reported that the Battle of Books list has been rescinded; new list for elementary and middle schools came out and was shared with the public library. The Kewaskum School District newsletter provided a link to the public library summer programs.

CHAMBER OF COMMERCE – no report

NEW BUSINESS – none

OLD BUSINESS

Shared Facilities Agreement – Lori Kreis updated the draft; square footage was changed from 38% to 31% based on Zimmerman’s plan dated May 13, 2020. Motion by Connie Zemlicka to approve the Shared Facilities Agreement with typographical error correction, seconded by Sandi Radeztsky, voice vote, motion carried.

Shared Facilities Analysis/Zimmerman Report – no report

COVID-19 – Lori Kreis provided an update on the Library re-opening with the COVID-19 policies in place. Discussion ensued on the effectiveness of the policy and measures staff are taking. Lori Kreis will be looking into increasing open hours.

Next meeting is July 13, 2020 at 1:30.

Motion by Sandi Radeztsky to adjourn meeting at 2:16 p.m.

Tammy Butz
Village Clerk