

The Library Board of Kewaskum, Washington County, Wisconsin met in regular session via video conference.

Committee Members Present: Meltz, Zemlicka, Westphal, Mayer and Spenner.

Committee Members Absent: Hesse, Radeztsky

Staff Members Present: Kreis, Butz

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

Motion by Connie Zemlicka to approve the meeting minutes from July 13, 2020, seconded by Jim Westphal, voice vote, motion carried.

**PUBLIC INPUT** – none

#### **FINANCIAL**

**Approval of Bills** - Connie Zemlicka motioned to approve payment of bills, seconded by Teresa Meltz, voice vote, motion carried.

**Budget Review** – The current budget was reviewed.

#### **REPORTS**

##### **LIBRARY**

**Circulation** – Lori Kreis reported that circulation is down 40% from last year.

**Monarch System** – Lori Kreis met with the new director, Kimberly Joy Young on August 4<sup>th</sup>. Next meeting is on August 13, 2020.

**Director's Report** – Lori Kreis provided her report:

- Lori Kreis is registered for Trustee Training from August 24, 2020 through August 28, 2020
- Offered position to Nichole Springer, she will start on August 17, 2020
- Summer learning program had 90,000 minutes read
- Fall programs are trending to be virtual, looking into other platforms
- Writer's Group will start in September 2020 in the Community Room

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

**VILLAGE BOARD** – Dave Spenner requested that staff reconcile items to bring the Shared Facilities Agreement back to the Village Board for approval.

**SCHOOL DISTRICT** – Andy Mayer reported on the back-to-school plans for the school district's libraries.

**CHAMBER OF COMMERCE** – Connie Zemlicka reported on the Chamber of Commerce meeting. The library was requested to do Storytime for a Halloween Event at Reigle Park on October 17, 2020.

#### **NEW BUSINESS**

**Collection Development Policy** – Discussion on updating the Collection Development Policy. Approval of policy postponed to the September 2020 meeting.

**Gift and Donation Policy** – Discussion on updating the Gift and Donation Policy. Approval of policy postponed to the September 2020 meeting.

**Virtual Meetings** – Consensus of board to meet in September via Zoom and re-evaluate at that time.

**OLD BUSINESS**

**Library Bylaws** – Motion by Jim Westphal to accept the Library Bylaws, seconded by Dave Spenner, voice vote, motion carried.

**2021 Budget** – Lori Kreis provided the timeline for the 2021 Budget Review and Approval.

**Shared Facilities Agreement** – Dave Spenner reported on this under Village Board.

**Shared Facilities Analysis/Zimmerman Report** – Village Board approved additional review by Zimmerman. The Library portion of expense is \$999, with the Village matching funds.

**COVID-19** – Lori Kreis provided an update on impact of COVID-19 on the Library operations.

**Act 420** – Washington County directors are meeting again and discussing changes to the 2021 County contract.

Next meeting is September 14, 2020 at 1:30.

Motion by Andy Mayer to adjourn meeting at 2:31 p.m.

Tammy Butz  
Village Clerk