

The Library Board of Kewaskum, Washington County, Wisconsin met in regular session at the Municipal Building Community Room, 204 First Street.

Committee Members Present: Meltz, Zemlicka, Westphal, Hesse, Radeztsky and Spenner

Committee Members Excused Absent: Mayer

Staff Members Present: Kreis, Butz

Meeting was called to order by Teresa Meltz at 1:30 p.m., followed by roll call.

Motion by Dave Spenner, seconded by Jim Westphal to approve the meeting minutes from November 9, 2020 and November 16, 2020, voice vote, motion carried.

**PUBLIC INPUT** – none

#### **FINANCIAL**

**Approval of Bills** – Motion by Connie Zemlicka, seconded by Sandy Radeztsky to approve payment of bills, voice vote, motion carried.

**Budget Review** – Lori Kreis reviewed the year-to-date budget summary.

#### **REPORTS**

##### **LIBRARY**

**Circulation** – Circulation is down 21.97% in November, on par with Monarch. Ancestry usage continues to increase up 405% and Overdrive is up 13%.

**Monarch System** – Lori Kreis reported on the November 12, 2020 and December 10, 2020 meetings:

- Voted against ILS from Demco; going with innovative Polaris option, including Polaris Mobile app
- The Database Management Librarian will be part-time in 2021
- New logo proofs were reviewed
- No options for e-Magazines since RBdigital merge
- Lori Kreis volunteered to be on the Governance Committee

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

- Facebook Storytime will continue through February
- Writer's Guild will be virtual in 2021
- Melissa Hutchins resigned, last day on December 11, 2020. Interviews for her replacement will completed this week.

**Washington County Library Services Board** – next meeting is January 21, 2021

**VILLAGE BOARD** – Dave Spenner provided an update on the Village Board and advised that the library expenses reimbursed through the CARES Act will be returned to the Library.

**SCHOOL DISTRICT** – no report

**CHAMBER OF COMMERCE** – Connie Zemlicka reported that the Chamber Vendor show was successful. The Chamber will be selling gift cards.

#### **NEW BUSINESS**

**Evaluation Tool** – The Library Director Evaluation form was reviewed and modified. Lori Kreis will distribute form via e-mail to board members on December 28, 2020. Responses need to be returned by January 6, 2021.

**OLD BUSINESS**

**Shared Facilities Fees/Agreement with Village** – Village Board approved, further review needed by Library Board for final approval.

**Shared Facilities Analysis/Zimmerman Report** – Dave Spenner reported on the Shared Facilities Committee that was held on November 10, 2020 and reviewed latest footprint suggestion. Connie Zemlicka noted that the demolition cost of existing building is not included in cost estimate.

**COVID-19** – Lori Kreis reported that no changes have been implemented in response to COVID-19.

Next meeting is January 11, 2021 at 1:30 in the Community Room.

Motion by Connie Zemlicka to adjourn meeting at 2:22 p.m.

Tammy Butz  
Village Clerk