

**Black Creek Village Library Board of Trustees**  
**507 S. Maple St**  
**Black Creek, WI 54106**  
**(920) 984-3094**

Meeting Notes: Tuesday, May 5, 2020, 6:00 PM (VIA GO TO MEETING)

Trustees: Sandra Heiden, Brandi Schomisch, Susan Anschutz, Jenni Court, Stacy DeVoe

Library Director: Eva Kozerski

### **Reports**

- Welcome and attendance
- Approval of minutes from April Minutes
  - Brandi S. made a motion to approve the minutes
  - Susan A. seconded the motion; motion carried
- Approval of bills and payroll for April
  - Jenni C. made a motion to approve the report as presented
  - Sandy H. seconded the motion; motion carried
- Correspondence - none
- Friends of the Black Creek Village Library Liaison report (No report)

### **New Business:**

- Library Director's Report (see below)
  - Curbside Pickup and Library Closure
    - 2 full days of curbside so far...lots of calls about how the procedure works
    - When more than one person is there, masks are worn and workspaces are not shared
    - Each employee is taking one day of the week...plus Eva
  - Personnel Update
    - All employees are fine with working one day a week for now...may work into two different shifts per day
  - New Hours
    - Should have begun the first Monday of May...they will begin the day the library reopens
    - Discussion on opening issues with social distancing and size of the library...cleaning procedures especially with computer keyboards...installation of Plexiglas in any areas?????
  - Summer Reading Update
    - Will be online
    - DPI has come through with a subscription to Beanstack, and app for tracking your reading...badges, prizes...sounds cool
    - Two programs that were supposed to be here in person, will be sharing a virtual presentation...not quite the same.
    - Not planning on having any face to face programs this summer

### **Old Business**

- No other business
- All board business on the agenda was completed, so the meeting concluded at 6:36 PM

**Next meetings:**

- Tuesday, June 2, 2020, 6:00 PM.
- Finance Committee will go over bills prior to meeting
- Meeting will be held at the Black Creek Library Community Center (fingers crossed)

Submitted by Sandra Heiden