

Black Creek Village Library Board of Trustees

507 S. Maple St

Black Creek, WI 54106

(920) 984-3094

Meeting Notes: Tuesday, September 1, 2020, 6:00 PM (VIA GO TO MEETING)

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

Reports

- Welcome and attendance
- Approval of minutes from August Minutes
 - Jenni C. made a motion to approve the minutes
 - Brandi S. seconded the motion; motion carried
- Approval of bills and payroll for August
 - Susan A. made a motion to approve the report as presented
 - Sandra H. seconded the motion; motion carried
- Correspondence - none
- Friends of the Black Creek Village Library Liaison report (No report)
- Director's Report (see below)
 - Update from Friends: They purchased a tablet for the library to use for CarlX reports
 - They also purchased some online courses which will be made available for patrons

New Business:

- Consider and vote on replacement options for current printer/coper/fax machines
 - Reviewed the nicely done chart with the options for us to choose from
 - 2 options from MBM and 2 options from Office Technology
 - Sandy H. made a motion to approve the purchase of a new copy machine from Office Technology, for , \$3993.62, along with the monthly maintenance agreement, (approximately \$127 per month)
 - Jenni C. seconded the motion; motion carried
- Discuss open study/internet hours request for community center
 - FVTC is looking for room for some of their students
 - This is more of a community issue, than a library issue
 - Eva discussed the ideas she will present to the Village Board
 - Cleaning, staffing, hours
 - limits the number of persons...One person/one family per table
 - No food or drink (water bottles)
 - First come, first served
 - No 15 and under, which is current library policy
 - Headphone use requested

- The purchase of another extension cord and a few more power strips may be necessary to purchase
- Discuss continuing operations in Phase III of reopening plan
 - Eva would like to maintain the status quo
 - Jenni suggested separating the computers, since this pandemic may last several more months

Old Business

- none

All board business on the agenda was completed, so the meeting concluded at 6:52 PM

Next meetings:

- Tuesday, October 6, 2020, 6:00 PM. INPERSON!!!
- November meeting will be via Go To due to election
- Finance Committee will go over bills prior to meeting

Submitted by Sandra Heiden

August 2020 Director's Report

1. AAC-Friday September 18th will be virtual
2. Grants:
 - a. Google Libraries Lead with Digital Skills grant:
 - i. Job Seekers dedicated laptop ordered through OWLS
 - ii. Get Your Local Business on Google Search and Maps webinar was posted last week
 - iii. Job search hints and tricks with Google search will be next
 - b. APL Friends Grant with OWLS
3. Delivery/Holds Update:
 - a. Hold limits and quarantine times have not changed since last month
 - b. Delivery has stayed at 5 days a week since Monday, August 3
4. CarlX
 - a. Issues & Positives
5. County Funding
 - a. Requests have been submitted, via OWLS, but not yet approved
6. Continuing Education:
 - a. *Job Center for Job Seekers* webinar on Thursday, August 6th.
 - b. *COVID: How to Deal with Problem Behaviors Related to COVID-19* webinar on Thursday, August 13th.
 - c. *Libraries Build Pathways to Wellbeing* webinar through the Rural Social Services and Social Wellbeing project on Wednesday, August 26th.
7. Copier Lease Update
 - a. Sent Letter of Intent by registered mail and also a fax to US Bank

b. Received confirmation of receipt and acknowledgement of intent on Friday, August 28th.

8. Summer Reading Update for August:

a. Beanstack (total): 23 signups

b. Paper (total) 59 signups

c. Grab and Go kits: 175, Total: 530

d. Programming:

i. More Grab and Go kits

ii. Virtual programs?

e. Summer Reading winners will be chosen tomorrow, September 2