

SPOONER MEMORIAL LIBRARY

Board of Trustees Meeting

421 High Street, Spooner, WI

July 27, 2021 at 5:00 PM

Meeting will be held in person with masks and social distancing required

A. CALL TO ORDER –

B. ROLL CALL –

C. APPROVAL OF PREVIOUS MINUTES –

D. APPROVAL OF MONTHLY VOUCHERS –

E. PUBLIC COMMENT –

F. OLD BUSINESS –

1. Board Position Open – Welcome Nichole Caudill
2. Library's Response to COVID-19 – Moving forward
 - a. Incident at library with unruly patron
 - b. Recommendations from Director
 - Continue outdoor programming as well as indoor spaced programming
 - Promote physical distancing, clean/dirty signs, sanitizer use
 - Keep barriers at the front desks up
 - Staff and patrons asked to stay home when ill
 - All patron computers are open, including one laptop for social distancing or outdoor use
 - c. Masking requirement currently Monday- Tuesday, discuss next steps
3. Break Room & Accessibility Door – Update
4. Security Cameras – Update

G. NEW BUSINESS –

1. Strategic Plan – Review and approve 2021-2026 plan
2. Feasibility Study estimates
3. Budget 2022 – Discussion
4. Bi-Annual Employee Handbook Review – Sections 1-3

H. LIBRARIAN'S REPORT –

1. Fountain – Leaking water line repaired, hands removed due to continued problems with leaking and severe rust at base, a new liner and rocks are being installed, should be up and running by August.
2. Books & Bread – Increased attendance at town halls, repeat community members, 343 total individuals served at library with excess food.
3. Compassion Kitchen – Food resources on the bench in the entry way thanks to Feed My People.
4. Community First – 1,013 care packages given out to date and more care packages material to be purchased soon. Meetings are in person. The library leads Books & Bread and is in charge of volunteers, among other duties.
5. Events & Programs – Rodeo parade, Sandra L. Mackie Memorial Gazebo Dedication, Kites & Kittens, 5th Annual Bike Scavenger Hunt, Find the Librarians, Where's Jack, Northwoods Ukulele Festival
6. Inventory Update - Westerns
7. June Statistics
8. Other Reports

J. FINANCIAL REPORT –

2021: TOTAL EXPENDITURES FOR 2021 = \$ 171,739.51

TOTAL REVENUE FOR 2021 = \$ 372,671.47

REPLACEMENTS = \$ 371.37

LIBRARY DONATIONS = \$ 4,064.57

LIBRARY DONATIONS RESTRICTED = \$ 1,082.71

GRANTS = \$ 4,000.00

COUNTY CONTRIBUTIONS = \$ 130,150.37

GENERAL PROPERTY TAXES = \$ 183,000.00

OTHER = \$ 2.45

LIBRARY DONATIONS/GRANTS CARRYOVER: \$ 4,736.73

LIBRARY SAVINGS: \$50,0000

SAVING ACCOUNT BALANCES:

LIBRARY SAVINGS: \$56,689.18

LIBRARY UNDESIGNATED FUNDS ACCOUNT: \$56,480.77

J. NEXT MEETING –

August 24, 2021 @ 5:00 p.m.

K. ADJOURN