

Minutes
Monona Public Library Board
Zoom Online Meeting
September 15, 2020, 7:00 p.m.

I. Roll Call

Library Board Trustees Present: Sue Carr, President; Todd Stebbins, Vice President; Jennifer Kuhr, Alder; Jennifer Fonner, School Board Representative; Roselyn Ebel, Secretary; Mary Anderson, Community Representative; Erinn Monroe-Nye, Community Representative
Library Staff Present: Director Claringbole, Director

II. Call to Order

President Carr called the meeting to order at 7:07 p.m.

III. Approval of Minutes

The minutes from last month are not yet available.

IV. Appearances

A. None

V. Consent Agenda

A. Review of and Approval of Bill Payment, Financial Report and Activity Report
Trustee Fonner motioned to approve Bill Payments and Financial Report for August 2020.
Alder Kuhr seconded. Motion passed.

The board requested an activity report for next month to include circulation and programming numbers, even if they are affected by the COVID closure. Director Claringbole will provide that. Monona currently has about 30% of circulation that it normally has during those months.

VI. Library Directors Report

Director Claringbole updated that the Friends organization has approved an expenditure for a story walk in the amount of \$4,000, so that will no longer be a capital budget request. Claringbole explained that the city will be conducting a building study of city buildings' exteriors to assess which buildings will need major expenditure work in the next several years and prioritize projects.

A. Community Read/Staff Read Update

The first session will be conducted next week, led by Director Claringbole, Amelia Speight, and Tiffany Helgerson. The session will cover the Circle Way discussion strategy, the history of racism in libraries, and the "myth of neutrality" of libraries.

President Carr inquired as to what the plan would be for extending the program into other city departments and the community. The board would like to stay updated as plans develop.

B. Book Return and Due Dates

Both returns and circulation are steadily increasing. Patrons are happy to be able to return their items at any time. Staff is doing a great job of quarantining items before returning them to circulation.

At this point, Director Claringbole does not have an estimate as to when the library will reopen. Trustee Anderson inquired as to whether the library could re-open for browsing by appointment. Claringbole will consider such an option.

- C. Building Updates – Gate, HVAC
As summarized in board packet.

VII. Board Discussion Topics

- A. Capital Budget
The library has two projects; the Friends organization is funding the story walk project so that project is being withdrawn from capital projects.
- B. Operating Budget
Director Claringbole hopes to increase the Youth Services position to full time when the position is filled after Karen’s retirement and offset the cost with cuts to other line items, including not filling one open Library Assistant position.
- C. Operating Losses/Estimates
The board discussed the wages that have been saved so far because of the COVID closure and how that number may change as the rest of the year continues.
- D. Books, Movies, and Shows Recommendations
The board shared their recommendations.

VIII. Board Votes

- A. Operating Budget
President Carr moved to approve the operating budget as drafted. Vice President Stebbins seconded. Motioned passed.

IX. Announcements

- A. Next Board Meeting is October 20.
- B. LITL will happen the last Saturday in January as a virtual event. It will be family friendly this year.
- C. The group working on the lower level is meeting on Thursday, September 22.

X. Adjournment

Aldersonperson Kuhr motioned to adjourn the meeting. Trustee Fonner seconded. President Carr adjourned the meeting at 8:13 p.m.