

Reedsburg Public Library
Library Board Minutes
November 12, 2020

Members present: Steve Balda; Linda Bruun*; Natalie Buckner; Kate Campbell; Mike Gargano, Joleen McBride; Dana Westedt*; Also present, Sue Ann Kucher, Library Director;

Call to Order: President McBride called the meeting to order at 6:30 p.m.

Approval of the Agenda: Campbell moved to approve the agenda as presented. Bruun seconded. All approved.

Minutes of the October meeting: Balda moved to approve the minutes of the October 8 meeting. Buckner seconded. All approved

Finance Report: Campbell presented the Finance report. Bruun moved to approve the report as presented. Balda seconded. All approved.

Bills: \$15,215.91 was expended from library operating and 16842.64 from Capital Equipment for RFID equipment, self-checks and computers. Campbell moved to approve the bills. Gargano seconded. All approved.

Director's Report: Kucher presented the report, showing October circulation of 11,201 and 7,525 library visits. Overdrive Circulation was 1,876 items in October. Hoopla has had 236 checkouts last month. The library offered 19 youth programs and 5 adult programs online. RFID tagging continues and carpet project is anticipated to be completed by years' end. The report is placed on file.

General Business: Kucher presented 2021 calendar of meetings & closed dates. Balda moved to approve. Bruun seconded. 2021 funding from Sauk County and City approved as requested; no changes to review at this time. Kucher presented an update of Outreach Services job description to Technology and Outreach Associate; staff member who is underfilling listed responsibilities will be promoted into position. Bruun approved changes to job description and wage range. Buckner seconded. All approved. Kucher presented a proposal for a change in service model to limit staff and patron contact within the library. All services would switch to appointment-based, with curbside pick-up of holds to continue. Westedt moved to begin those changes on 11/16. Gargano seconded. All approved. Kucher presented a request to suspend library fines due to limited services; Balda moved to approve. Buckner seconded. All approved.

Adjournment: Moved by Campbell. Seconded by Bruun. All approved.

* Participated remotely via Zoom.