

# Columbia County Library System Board

July 17, 2020

## Meeting Minutes

Portage Public Library  
Portage, WI

### **Board Members in Attendance:**

Gus Knitt (9:25)  
Nancy Long  
Betty Reiter  
Linda Ross  
Beth Ann Scott  
Eric Shimpach

### **Board Members Absent:**

Dianne Effinger (with notice)

### **Library Directors in Attendance:**

Debbie Bird – Portage Public Library/County Resource Librarian

Nancy Long, board president called the meeting to order at 9:05 and noted the meeting was properly posted.

### **Approval of Agenda:**

Betty Reiter made a motion to approve the agenda and it was seconded by Linda Ross.

### **Approval of the May minutes:**

Beth Ann Scott made a motion to approve the minutes as written. Linda Ross seconded. One member abstained. Minutes were approved.

Eric Shimpach was introduced as the newest member to our board.

### **Items for Discussion:**

- **Update on the reopening of county libraries and the impact of Covid-19 on library operations:**

Debbie Bird reported - Most all the libraries are open for operation at least one day a week. All materials are quarantined at least 72 hours. Delivery is twice a week. More delivery bins have been ordered to meet the need. Some libraries are having a problem staffing. Social distancing has been a problem for some libraries as well as distancing their computers. Some libraries require masks but all libraries are encouraging the use of masks. Reimbursing for the added expense because of Covid-19 may be available in for some libraries through state aid. Grab-n-go bags have been very popular in Portage. Overdrive, the digital collection has been highly used during this time.

- **Update SCLS.**

Prairie du Sac has just opened a new library. Libraries will be refunded some of the cost for delivery services. Many of the staff at SCLS are working from home. If this continues additional space may not be needed.

**- 2021-2015 Strategic Plan of Service.**

We discussed content information and cover page. Changes have been noted and suggestions have been given for finalizing the plan. We don't know what five years will bring but Covid-19 should be addressed. Nancy and Debbie Bird will work on the adding a paragraph to the financial page. Each year we need to review this document once or twice a year to make this a living, working document. We are required to send this to DPI after it has been reviewed by South Central. It will also be presented to the county board. The plan is due the end of September. Debbie and Nancy will work on the additional paragraph along with the directors to finalize the document.

**Action Items:**

**- Approval of the 2021 Budget.**

The county has stated budgets will be at 0 percent. We will resubmit our 2020 budget proposal. After the budget is approved we need to let the board know that we may come back to them with an additional request. The Wyocena library is providing services to the Columbia County Nursing Home but funds are not provided for this service. We need to fill in our goals using the statistics from our plan for services. The "Did You Know?" section could include something about Covid-19 and the fact that libraries are working with communities to fill out their census forms and providing computers to do it online. Lack of internet services to rural areas also could be addressed. The directors will discuss this and bring a final document to our board. A special meeting via "Zoom" will be needed for final budget approval.

**- Announcements**

A thank you card was sent to us from the Friends of the Lodi Public Library for their award of 2020 Advocate of the Year.

We were reminded to check our Trustee e-newsletter. Nancy reminded us that we have a home on the Portage library website.

Future agenda items we could possibly address such as the action plan, library visit assignments and the informational flyer that was suggested.

Our next meeting will be September 18, 2020 in Wyocena.

At 10:42 Gus Knitt made a motion to adjourn and was seconded by Beth Ann Scott. Motion was passed unanimously.

Respectfully submitted,



Betty Reiter, Secretary

7/19/2020