

SPOONER MEMORIAL LIBRARY
Board of Trustees Special Meeting
421 High Street, Spooner, WI
April 14, 2020 @ 5:00 p.m.
The board met virtually via Zoom link

A. Meeting called to order at 5:01 pm by Kevan

B. Roll Call: Kevan, Bodzislaw, Fabert, Bruce, Johnson, Ford, Waltz (joined late -Hopke and Reiter).

C. Approval of previous minutes- Motion by Kevan, second by Ford. Motioned carried

D. Public Comment- None

E. Old Business— New Board Member. There was a discussion on a possible new board member, director waiting for a reply.

F. New Business – COVID-19 Response

1. The Director updated the board that the Library is still closed, as is the Drop Box. All staff continue to work from home. The Director has a virtual meeting with staff every Tuesday, so far all have joined the meeting. The staff update the Director of projects they have been working on, online courses, etc.. It was agreed the cleaner should continue to clean the library once a week, rather than the usual 3 times. Hand sanitizers are still in place for any staff who may need to enter the building. The Director has organized a secure coded box for staff to pick up items, if they do not want to enter the building. At the moment there is no date scheduled for reopening, as the library is following The Safer at Home and Social Distancing Order. Once given the go ahead, it will be necessary for the library to do a tiered opening due to deliveries and there may be a possible curbside pick up of books. The Wisconsin DPI have instructed that libraries should refrain from large programs this Summer.

2. Community First – Washburn County. The Director reported that the first distribution of packages in Spooner took place on Tuesday, April 14 with 74 packages in total handed out (5 delivered to homes) and were much appreciated. Jacene Silvis has provided masks for the volunteers. Later this week there are other distributions scheduled for Minog, Shell Lake and Birchwood. These distributions will occur every other week if as long as the product is available. The grant is for 500 packages total..

There are plans for a local fundraiser to collect money for food distribution and there are talks with local restaurants to prepare 125 meals a day for delivery to those in need of this service. The Director has dedicated many hours to the Community First service and will continue to do so during the library closure. The board continue to recognize the importance of this effort.

3. Library Team – The board has agreed that the staff continue to work from home and will be paid as normal. Hopke suggested there is no need for the Board to micromanage the Director's role in leading the library team. Several board members voiced their satisfaction with how things were going. Kevan reported that the library bills are being paid.

G. Next Meeting – April 28, 2020 @ 5:00 p.m. via Zoom (link will be available on agenda and on website).

H. Adjourn 5:25 p.m. Motion by Kevan, second by Johnson. Motion carried.