

VPL Board Meeting Minutes
Library Board of Trustees-Verona Public Library
500 Silent Street Verona, WI 53593

Wednesday, September 1, 2021, 6:30 p.m.
Board Meeting

Present: Hopp, Cronin, Huemmer, Safarik, Conwell, Burkart
Guest: Strutz
Absent: Sohail, Ryan

Call to order:

Hopp called the meeting to order at 6:30 p.m.

Approval of Minutes:

A motion was made by Huemmer, seconded by Conwell to approve the Regular Meeting Minutes of 08/04/2021. Motion carried.

Review and Approval of Invoices:

A motion was made by Huemmer, seconded by Safarik to approve the August 2021 invoices. Motion carried.

Public Comments:

None

City Council Liaison Report:

- Cronin reported that the District 2 alder position is vacant. There are currently no applicants.
- Sugar Creek development road improvements are not yet complete.
- City budget proposals for 2022 will require significant cuts due to expected revenue shortfall. Council hopes to maintain COLA adjustments for city employees.
- Council seeking input for re-purposing the New Century school building.

Library Director's Report:

- Summer Reading Program concluded on August 31.
- Library is complying with Dane County mask mandate. Patrons have been understanding.
- In response to COVID-19, the library has purchased equipment to allow hybrid virtual/in-person events.
- Six Library Page positions have been filled. Three vacant Youth Services positions have been posted. The open part-time reference position will not be filled at this time.

Old Business:

1. Discussion and possible action regarding library response to COVID-19 and library reopening plan:

- Curbside pick-up hours are offered Monday, Wednesday, and Friday, weather permitting. Number of appointments has remained steady despite reduction of available time slots. Additional hours can be offered if demand warrants.
- The board supports returning public computer stations to center of library and increasing individual seating options.
- The board supports offering in-person events for adults provided masks are required, capacity is limited, and distance between participants is maintained.
- Hybrid virtual/in-person events may require change in performer contract language to allow live streaming, recording, and re-broadcasting. Each event will be considered on a case-by-case basis.
- Appreciation event for donors and volunteers will be postponed until refreshments can be enjoyed safely.

2. Discussion of the 2022 library operating budget:

- Budget increases include personnel services (salaries and wages, health insurance, etc.), SCLS, and Green Team initiatives.
- New display shelving for adult fiction and non-fiction has been removed from the proposed budget in an effort to trim costs.
- Carpet in the center portion of the library will likely be replaced late in the calendar year, with hopes that display shelving can be purchased early in 2023.
- Staff will work internally to conduct diversity audit without the expense of iCurate.
- Library will discontinue circulating Wifi hot spots, resulting in a savings of \$7350.
- Disposable face masks will be moved from the lobby to the service desks to reduce PPE expenses.
- Library Board supports reducing amount of reserve funds to maintain materials and events spending at current levels.

New Business:

1. Discussion and possible action regarding the 2022 Dane County Library Services Agreement for Extension of Library Service: A motion was made by Huemmer, seconded by Conwell to approve the agreement. Motion carried.

Adjournment: Meeting adjourned at 7:38 p.m.

Library Board approved October 6, 2021