

## **AGENDA**

**Library Board of Trustees-Verona Public Library  
500 Silent Street Verona, WI 53593  
608-845-7180**

**Wednesday, November 4, 2020, 6:30 p.m.**

**Due to the COVID-19 pandemic, the Library Board of Trustees will hold its meeting as a virtual meeting. The Library Board of Trustees and Staff will join the meeting by using Zoom Webinar, as described immediately below.**

**Members of the public can join the meeting using Zoom Webinar via a computer, tablet, or smartphone, or by calling into the meeting using phones, as described immediately below. Those requiring toll-free options are asked to contact the Verona Public Library for details prior to the meeting at [sburkart@ci.verona.wi.us](mailto:sburkart@ci.verona.wi.us) or 608-845-7180.**

**Join the meeting via computer, tablet, or smart phone:**

<https://zoom.us/j/97364960674>

**Join the meeting via phone by dialing:**

1-646-558-8656

Webinar ID: 973 6496 0674

The online meeting agenda and all support materials can be found at [veronapubliclibrary.org](http://veronapubliclibrary.org) or [www.ci.verona.wi.us](http://www.ci.verona.wi.us). Anyone with questions prior to the meeting may contact the Library at (608) 845-7180 or [sburkart@ci.verona.wi.us](mailto:sburkart@ci.verona.wi.us).

Call to order

- Approval of the Regular Meeting Minutes of 10/7/20
- Review and approval of October 2020 invoices
- City Council Liaison's report
- Library Director's report
- Old Business
  1. Discussion and possible action regarding library response to COVID-19
  2. Preliminary discussion of 2021 director goals
- New Business
  1. Discussion of metrics needed to reopen the library

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

**Wednesday, October 7, 2020, 6:30 p.m.**  
**Library Community Room**

Present: Hopp, Conwell, Sohail, Kurth, Burkart  
Virtual Participants: Cronin, Ryan, Huemmer

**Call to order:**

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

**Approval of Minutes:**

A motion was made by Kurth, seconded by Huemmer to approve the Regular Meeting Minutes of 9/2/20. Motion carried.

**Review and Approval of Invoices:**

A motion was made by Kurth, seconded by Conwell to approve the September 2020 invoices. Motion carried.

**Public Comments:**

None

**City Council Liaison Report:**

Cronin reported that the finance committee at city council has approved the installation of air purification system in all the public buildings. The request to use CARES grant for this purpose will be submitted soon. She also reported that no decision is made yet to consolidate the voting sites to one site in the city for the upcoming election and the final decision will be made soon based on the number of absentee ballot requests made by the voters. She further added that about 40% of the 5,000 mailed absentee ballots have been returned so far. Cronin also reported that the city council is almost ready to finalize the 2021 budget. She further stated that there have been no job losses so far at the city.

**Library Director's Report:**

Burkart reported that operations are running steadily at the library. Wolves and Wildlands exhibition and the virtual presentation received great response from the community. She further added that the virtual programs are receiving great feedback, however, it is hard to track the correct number of attendees for these events as multiple participants attend the programs through one online user profile.

**Old Business:**

- 1. Discussion and possible action regarding library response to COVID-19 including update on local COVID case rates:* Conwell shared and elaborated the last 14-day snapshot on

COVID-19 cases in Dane County. There had been the highest hospitalization rates seen on previous Sunday and Monday. The data snapshot showed no significant improvement in number of COVID-19 cases.

Burkart reported that the number of visitors in the library has never been more than 10 at a given time. The board discussed to take service-by-service approach as opposed to the phased approach for offering more library services to the public. Newspaper usage seemed not a possible service to be offered yet. Exam proctoring service is doable but there has not been a lot of interest in that service. Personal archiving lab is doable; however, library staff needs to devise a way to relay instructions to use the equipment without coming in direct contact with the user.

The board also discussed the possible scenarios of short-term closure of the library for sanitizing purposes in case of a positive COVID-19 case at the library and the contact tracing procedures. Metrics and early warning indicators were discussed and steps to be taken were reviewed with each indicator coming into effect. The scenario was discussed when and how to phase down to phase 1 and closing all the library services except the curbside pickup, if needed.

**2. *Discussion and possible action regarding the 2021 library operating budget:***

The final narrative of operating budget for 2021 was shared and discussed. A motion was made by Sohail, seconded by Huemmer, to approve the 2021 library operating budget as presented. Motion carried.

**3. *Discussion and possible action regarding library services during the November 3 election:***

A motion was made by Kurth, seconded by Conwell, to approve the closure of library services for November 3 election if library is made a polling site. Motion Carried.

**4. *Discussion and possible action regarding the 2020 planned closure dates:***

A motion was made by Sohail, seconded by Huemmer, to approve the 2020 planned closure dates as recommended. Motion carried.

**New Business:**

**1. *Discussion and possible action regarding the 2021 library hours and planned closure dates:***

A motion was made by Kurth, seconded by Conwell, to approve the 2021 library hours and planned closure dates as amended. Motion carried.

**2. *Preliminary discussion of 2021 director goals:***

The discussion was initiated regarding 2021 director goals. The board suggested to include the focus on programs involving racial equality and justice and outdoor library services and programs in the upcoming year.

**Adjournment:** Meeting adjourned at 7:45 p.m.

VERONA PUBLIC LIBRARY  
DIRECTOR'S REPORT  
October 2020

***I. Collection Development***

Number of items added and deleted in September 2020.

<b>Item Type</b>	<b>Added</b>	<b>Deleted</b>
Books	846	306
Audio	11	5
Software	11	0
Video/DVD	124	9
Other (kits, etc.)	1	0
Magazines	143	58
<b>TOTAL</b>	<b>1136</b>	<b>378</b>
<b>YTD</b>	<b>8830</b>	<b>4584</b>

***II. Circulation***

September 2020 Statistics

Self-check-outs	16,645
Total check-outs	31,115
Self-check-outs vs. desk	68.76%
Sept. 2019 vs. Sept. 2020	-36.59%
Check-ins	22,570
Library cards added	51
Holds placed	16,166

**Curbside pick-up:**

Beginning on October 26, the library has suspended express service and closed the building to the public due to worsening of the COVID-19 pandemic. Currently curbside pick-up appointments are available:

M-R 9:15 - 6:45pm  
F 9:15 – 5:45pm  
Sat 9:30 – 3:00pm

The demand for curbside pick-up appointments was even higher this week than when we were offering curbside-only service in May. Library staff filled 140-150 requests for pick-ups a day this week. Curbside service is much more labor intensive than being open to the public. We have been keep up with demand and offer same day pick-ups and 24 hour turn around for Librarian's Choice requests.

### **III. Reference**

#### **Statistics (past month):**

Reference questions: 940  
Kids Reference questions: 858  
Directional questions: 150  
Outer Library Loans: 16 requests  
One-on-one Instruction: 22  
Curbside Pick-up appointments: 571  
Librarian's Choice requests: 247

#### **Social Media Engagement:**

Facebook: 3,389 followers, 96 posts/events  
Twitter: 1,738 followers, 55 tweets  
Instagram: 1,189 followers, 47 posts  
Events Newsletter A: 11,911 recipients  
Events Newsletter B: 11,905 recipients

### **IV. Personnel and Staff Development**

Tonja is taking online coding class with the goal of gaining skills necessary to make our website more accessible.

Dusty is taking an online class, Youth Services 101, through the UW Madison iSchool.

Staff participated in several webinars and online trainings this month:

- *Libraries Supporting Voter Turnout: Answers to Your Questions About the 2020 Election*
- *Mind the Gap: How to Navigate Your Way Across the Digital Divide (And Why That Isn't as Easy as it Sounds)*
- *Transforming Together Time: Family Gaming and the Future of Play*
- *Dementia and Alzheimer's: Compassionately and effectively working with people with dementia*
- *Beanstack Fall Sampler for Wisconsin Public Libraries*
- *Booklist Fall Book Club Picks*
- *October CCBC Shorts* from the UW Madison Cooperative Children's Book Center

### **V. Equipment and Physical Facilities**

The HVAC air purification systems was installed in the library in mid-October.

### **VI. Administration and Internal Operations**

Due to the increasing rates of new cases, hospitalizations, and the community spread metric being in the red zone, the library building closed to the public on October 26. Curbside pick-up service of library materials is available as is curbside printing, copying, and faxing service. Computer appointments and photocopying will be available in the Community Room beginning on November 9. This decision was made in consultation with city administration and with input from several library board members.

### **VII. Marketing and Public Relations**

Luke created 75 individual graphics to promote events and services via social media, the website, and internal digital signage.

Staff submitted several book reviews/recommendations and brief articles that highlight various library collections to the Verona Press at their request. This will be an ongoing regular feature in the Verona Press.

### ***VIII. System and Interagency Cooperation***

Nothing to report.

### ***IX. Fundraising***

The Monday Market Night at Wisconsin Brewing Company on October 12 was cancelled. The lifetime total amount raised for the library endowment fund is \$256,737.

### ***X. Events, Programs and Exhibits***

#### **Kid's Events and Programs:**

##### **StoryWalk**

Our fifth and final title on the StoryWalk for 2020 is "Stomp" by Uncle Ian Aurora, featured until November 2. We also installed a StoryWalk on October 19 at Fireman's Park, which we'll plan to remove on November 23, featuring the book "Daniel's Good Day" by Micha Archer.

##### **Minecraft Club**

There are two virtual Minecraft Clubs for ages 6 – 11: a Java version for PC and Mac, and a Bedrock version for tablets and phones.

Java:

October 7, attendees: 6 (Java), attendees: 7 (Bedrock)

October 21, attendees: 5 (Java), attendees: 6 (Bedrock)

##### **Character Craft Mondays**

Participants picked up the supplies for this program in advance through curbside service or inside the express library, then followed along with Christi as she directed the craft. Ages 2 - 6.

September 28 (Daniel Tiger) - 182 views, 24 1-minute views, 110 bags distributed

October 12 (Pete the Cat) – 146 views, 18 1-minute views, 75 bags distributed

##### **Daniel Tiger Story Time**

Monday, September 28, 9:30 – 10 am

Enjoy stories, songs, activities about Daniel Tiger, and a special guest! This was a huge success and really fun. Mary and Marissa used software that created a split screen: Mary was in our Daniel Tiger costume and interacted without speaking and Marissa read the stories and sang the songs. Most parents commented with their kids' names so that Marissa could read their names and Daniel could wave at them.

480 views, 135 1-minute views

##### **Chef Verona: Dips**

Thursday, October 1, 4 - 4:30pm

Mary led a virtual cooking program on Facebook Live about how to make two kinds of pumpkin dips. Participants were given the ingredient list in advance.

189 views, 13 1-minute views, 498 reach, 6 peak live views

### **Hocus Pocus Trivia Online**

Tuesday, October 13, 6 - 7pm

Mary led this event with the software CrowdPurr.

Attendees: 12 teams

### **Fandom Makers**

New for fall, Mary created craft bags based on different and led the making of the crafts on Facebook Live. Ages 6 – 11.

October 5 (Disney) – 162 views, 13 1-minute views, 120 bags distributed

October 19 (Videogames) – 159 views, 9 1-minute views, 62 bags distributed

### **Tween Escape Room**

Ages 8 – 11 work together to solve puzzles and open locks via Zoom.

October 12, attendees: 12

### **Tween D&D**

Kids ages 8 – 11 play D&D online.

September 29, attendees: 5

October 13, attendees: 6

October 20, attendees: 4

### **Tween Craft**

Participants picked up the supplies for this program in advance through curbside service or inside the express library, then followed along with Mary and/or Leah as they directed the craft (also for teens).

September 30 (Hanging planters) - 174 views, 34 1-minute views, 40 bags distributed

October 14 (Book hedgehog) – 163 views, 29 1-minute views, 30 bags distributed

### **Favorite Books and Bites**

Amy prepared bags of activities, craft supplies and snacks for pickup, then led a discussion about a favorite author or series on Zoom (no special reading required in advance). Ages 8 - 11.

October 15 (Raina Telgemeier)

Attendees: 9

### **Family Story Time**

Amy pre-records a story time, housed on YouTube, to be shared in the evening every other week.

October 8 – 18 30-second views, 434 reach

### **Upcoming Kids' Events**

#### **Character Craft Mondays**

Monday, October 26, 3 – 3:30 pm – Dragons Love Tacos

Monday, November 9, 3 – 3:30pm – Pigeon

Monday, November 23, 3 – 3:30pm - Frozen

Tune in and get creative with different art projects each week. Ages 2 - 6.

Participants pick up the supplies for this program one week in advance through curbside service or inside the express library, then follow along with Christi as she directs the craft.

### **Tween D&D**

Tuesdays, October 27 and November 3, 10, 17 and 24, 3:45 – 5:15 pm

Fantasy and Adventure await in 5th edition Dungeons & Dragons.

Dusty runs this program for ages 8 -11 from his home. Tweens are split into two groups, meeting on different days.

### **Tween Craft**

Wednesday, October 28, 4 – 5 pm – Creepy plants

Wednesday, November 11, 4 – 5 pm – String lanterns and stress balls

Participants pick up the supplies for this program one week in advance through curbside service or inside the express library, then follow along with Mary and/or Leah as they direct the craft. Ages 8 – 11.

### **Fandom Makers**

Monday, November 2, 3 – 3:30 pm – Star Wars

Monday, November 16, 3 – 3:30 pm – Superheroes

Monday, November 30, 3 – 3:30 pm – Pokemon

Mary will create craft bags based on different fandoms and will lead the making of the crafts on Facebook Live. Ages 6 – 11.

### **Minecraft Club: Java Edition and Bedrock Edition** (two separate groups, attending simultaneously)

Wednesday, October 4, 4 - 5 pm

Wednesday, October 18, 4 – 5 pm

Join VPL Youth Services on our very own Minecraft Server! Explore, build, and play in a safe and secure Minecraft world! Connect with Dusty to work on collaborative projects and explore an all-new map with exciting biomes and treasures.

### **Favorite Books and Bites**

Thursday, November 19, 4 – 5 pm – Wings of Fire

Replacing Read It and Eat from the summer, Amy will lead a discussion about a favorite author or series (no special reading required in advance). Bags will be created and distributed with related activities, crafts and snacks. Ages 8 – 11.

### **Frozen Story Time**

Monday, November 23, 9:30 – 10 am

Enjoy stories, songs, activities about Frozen, and a special guest!

### **Teen Events:**

#### **Teen D&D**

Wednesdays, 3:30 – 5:00 pm

Using a virtual platform, teens played a cooperative adventure game based on storytelling and dice rolling.

October 1, attendees: 3

October 8, attendees: 5

October 15, attendees: 5



### **Take-home Escape Room**

Tuesday, September 29

Patrons picked up packaged escape room kits and played them at home. One person hid clues and gave hints, while others found the clues and solved them.

45 kits were picked up.

Adult attendees: 66

Teen attendees: 23

Child attendees: 61

### **Teen Craft**

Wednesdays, 4:00 – 5:00 pm

Teens and tweens picked up craft supplies from the library and then followed along with a live video, so they could ask questions, interact, and listen to Mary and Leah answer “Would You Rather” questions.

September 30, attendees: 13 (hanging planters)

October 14, attendees: 7 (book hedgehogs)

### **Teen Watercolor**

Wednesday, October 7, 4:00 – 5:00 pm

Teens picked up a free watercolor kit from the library and learned some basic watercolor techniques, while socializing with other kids.

Attendees: 15

### **Teen Writing Club**

Monday, October 19, 4:00 – 5:00 pm

Teens discussed what makes an engaging opening for a story and wrote short stories using opening book sentences as a prompt. Then they shared their writing and gave feedback to each other.

Attendees: 5

### **Upcoming Teen Events:**

#### **Teen D&D**

Thursdays, 4:00 – 5:30 pm

### **Take-home Escape Room**

Tuesday, October 27

Grab a pre-packaged escape room from the library and set it up in your own home! All ages.

### **Teen Craft: Creepy Plants**

Wednesday, October 28, 4:00 – 5:00 pm

Pick up craft supplies from the library, and then follow along with a live video, so you can ask questions, interact, and listen to Mary and Leah answer “Would You Rather” questions.

### **DIY SFX Tutorial: Blood, Wounds, and Scars**

Recommended for ages 13+. Join us in practicing some gruesome special effects makeup made from simple materials.

### **Teen Writing Club**

Mondays, November 2, 16, and 30, 4:00 – 5:00 pm

Join other teens for a social workshop where you can work on craft, share stories, and get feedback from other aspiring authors.

### **Teen Watercolor**

Wednesday, November 4, 4:00 – 5:00 pm

While socializing, explore different watercolor techniques together after receiving a kit from the library.

### **Teen Escape Room**

Tuesday, November 10, 4:00 – 5:00 pm

Work as a team to solve puzzles and open virtual locks!

### **Teen Craft: String Lights and Stress Balls**

Wednesday, November 11, 4:00 – 5:00 pm

Pick up craft supplies from the library, and then follow along with a live video, so you can ask questions, interact, and listen to Mary and Leah answer “Would You Rather” questions.

### **Adult Classes & Events:**

#### **Books ‘n Booze**

Thursday, October 22, 6:00-7:00 pm

Books 'N Booze is a book club for people who are interested in having a blast while discussing fun books and meeting new people. We meet every fourth Thursday of the month at 6:00 pm via Zoom.

Virtual discussion of *I’m Thinking of Ending Things* by Lain Reid

Attendees: 15

#### **Distance Learning English Classes for Adults**

Mondays, 6:00-8:00 pm

Students learned English speaking and communication skills.

September 28: 12 attendees

October 5: 14 attendees

October 12: 11 attendees

October 19: 15 attendees

#### **Wolf Pup 101 - Virtual**

Wednesday, September 30, 6:30-7:30 pm.

Lexi, from the International Wolf Center, presented the stages of pup development and what it takes to raise wolves at the International Wolf Center. Participates asked 29 questions.

Attendees: 30

#### **Arctic Wolves - Virtual**

Thursday, October 8, 6:30-7:30 pm.

The International Wolf Center staff described how the arctic supports a complex ecosystem that included an arctic subspecies of the gray wolf.

Attendees: 25

### **Beyond the Ingenue: Trailblazers - Virtual**

Friday, October 9, 7:00-8:00 pm

The Music Theatre of Madison looked at women from history who paved a path for greatness for women to come, illuminating their stories through original musical theatre songs by local composers, performed by local singers in the virtual performance of *Beyond the Ingenue*.

Attendees: 34

### **Harmony Hills Detention Basin Clean Out: Storm Water Utility Update – Virtual**

Wednesday, October 14, 6:00-6:30 pm

Tuesday, October 20, 6:30-7:00 pm

Marty Cieslik, construction manager of Verona's Public Works Department, provided an overview of a maintenance project scheduled for 2020 involving the Harmony Hills detention basin.

Attendees: 9

### **Wolf Research - Virtual**

Thursday, October 15, 6:30-7:30 pm

The International Wolf Center staff looked at the history and methods behind tracking wolves. We explored the reasons why wolves are tracked, what radio telemetry is, and what information is gathered once they are found.

Attendees: 20

### **Go Big Read Book Discussions – Virtual**

Wednesday, October 21, 7:00-8:00 pm

Author, Dave Cullen, made a guest appearance at the discussion of the 2020-2021 UW-Madison Go Big Read selection, *Parkland: Birth of a Movement*.

Attendees: 17

### **Wolves in Wildlands - Virtual**

Thursday, October 22, 6:30-7:30 pm.

The International Wolf Center staff introduced us to different subspecies of the gray wolf from around the world and delved into the ways they have adapted to their environment.

Attendees: 19

## **Upcoming Adult Classes and Events:**

### **Books 'n Booze**

Books 'N Booze is a book club for people who are interested in having a blast while discussing fun books and meeting new people. We meet every fourth Thursday of the month at 6:00 pm via Zoom.

November 19 - *The Bear and the Nightingale* by Katherine Arden

### **Distance Learning English Classes for Adults**

Mondays, September 14 - November 2, 6:00 - 8:00 pm

Participants will learn English speaking and communication skills. Topics include talking about family, health, communicating at work, meeting with your child's teacher, phone calls, small talk, and more. Students will receive free English textbooks, at their level, in the mail. The textbook will be used for class and weekly homework. This class is presented in partnership with the Literacy Network. For more information and to sign up, call the Literacy Network at 608-244-3911. This class will be presented via Zoom.

### **Go Big Read Book Discussions – Virtual**

Thursday, October 29, 1:00-2:00 pm

Tuesday, November 10, 7:00-8:00 pm

Wednesday, November 18, 1:00-2:00 pm

Join us for a discussion of the 2020-2021 UW-Madison Go Big Read selection, *Parkland: Birth of a Movement* by Dave Cullen. Published one year after the February 14, 2018 shooting at Marjory Stoneman Douglas High School in Parkland, Florida, the acclaimed, New York Times bestselling author of *Columbine* offers an intimate, deeply moving account of the extraordinary teenage survivors who became activists and pushed back against the NRA and feckless Congressional leaders--inspiring millions of Americans to join their grassroots #neveragain movement. As a celebration of the passion exhibited by these astonishing students, who channeled their anger into a movement, this book explores hope after tragedy and is an inspiring call to action.

### **Storm Water Basin Management Strategies - Virtual**

Tuesday, November 17, 6:30-7:30 pm

Since 2012 the City has tried an alternative vegetation management strategy at Whalen Pond utilizing native plants and fire management. Now Marty Cieslik, construction manager of Verona's Public Works Department, will provide information on plans to implement these alternative management strategies at some of the 60 publicly owned and operated storm water basins and identify which basins have been selected for some of these alternative strategies.

### **Chocolate World Tour – Virtual**

Wednesday, November 18, 6:30-7:30 pm.

Take your taste buds on a world tour! Join Stan Kitson, chocolatier at Driftless Chocolates, for a virtual chocolate tasting. Taste single origin chocolates from five countries along the Equator: Peru, Colombia, Venezuela, Dominican Republic, and Madagascar. Stan will share each country's chocolate story and unique regional flavor profiles.

Registration required and limited to 20 participants. Participants will get a free sample box of chocolates to be picked up in the library or via curbside appointment starting Saturday, November 14. One box of chocolates per household. Sponsored by Beyond the Page, Madison Community Foundation and National Endowment for the Humanities.

### **Racial Disparity in Academic Achievement – Virtual**

Thursday, December 3, 6:30-7:30 pm

In this time of great uncertainty, we all wonder how we begin again. Dr. Gloria Ladson-Billings, professor emerita at the UW-Madison, will call for us to consider a "hard re-set" where we re-think what it means to educate all students. We consider the ways other nations' have met this challenge and ask ourselves if we are ready to do things differently. Dr. Ladson-Billings will discuss a series of strategic questions to help us think through new ways of educating and preparing ALL students. This program is in partnership with UW-Madison Badger Talks.

### **The Lincoln Street Storm Water Basin - Virtual**

Tuesday, December 8, 6:30 – 7:30 pm

Learn about the new storm water detention basin to be located near City Hall. Marty Cieslik, construction manager of Verona's Public Works Department, will provide information on the basin, to be constructed in 2021, and referred to as the Lincoln Street Storm Water Facility. Cieslik will provide information on how the basin will provide storm water treatment for a significant portion of the older part of Verona, which was built before the storm water management was identified as a need. He will also cover how the basin

was awarded a major storm water quality grant from Dane County, which will help to pay for the construction costs.

### **Exhibits:**

#### ***Faces of Railroading: Railroads and the Making of Madison and Dane County* Traveling Exhibition**

Exhibit cancelled/postponed due to library closing

### **Outreach Events**

#### **Book Giveaway**

Tuesday, September 29, 3:00-4:00 pm

This was a socially distanced, outdoor book giveaway/book drop off for the kids at Nakoma Heights Apartments. Students could choose a book and turn in a library card application.

Attendees: 40

#### **Virtual Preschool Story Time: Our Redeemer Preschool**

Wednesday, September 30, 9:30 am

Virtual songs and stories for preschoolers.

Attendees: 24

#### **Japan: Nature, Food, & Art**

Thursday, October 8

Reference librarian Mark Cullen gave a virtual presentation to the Madison PLATO (Participatory Learning and Teaching Organization) group on Japanese nature, food, and art. The group held regular meetings at the library prior to the pandemic.

Attendees: 25

#### **Virtual Preschool Story Time: Hometown Preschool**

Wednesday, October 21, 9:30 am

Virtual songs and stories for preschoolers.

Attendees: 14

#### **Virtual Senior Center Book Group**

Wednesday, October 14, 10:00-11:00 am

The group read *A Tale for the Time Being* by Ruth Ozeki.

Attendees: 1

#### **Four Winds Book Group**

Tuesday, October 20, 10:00-11:00 am

The group met virtually to discuss *The Late Show* by Michael Connelly.

Attendees: 6

# DRAFT 2020 Goals - Stacey Burkart

## Goals and Objectives for the Verona Public Library in the 2020 Budget

- Increase service to the community by adding Sunday afternoon hours during the summer.
- Increase service to non-native English speakers by offering ESL classes.

### Administration:

1. Continue policy reviews & revisions. Complete a review of the Inclement Weather and Collection Development policies by the end of 2020. Review newly created Epidemic and Library Health Policy by September 2020.
2. Continue to develop safety protocols, procedures, and staffing models in response to changing public health conditions during the COVID-19 pandemic.
3. Assess what changes the pandemic will have on library strategic planning by early 2021 and solicit feedback on library services from the public via survey.

### Collection Maintenance:

1. Evaluate the OverDrive Advantage account in terms of decreased wait times for Verona Library patrons for e-books and e-audiobooks and make recommendation for funding levels for the 2021 budget.

### Library Service:

1. Create an efficient system of curbside delivery during the pandemic.
2. Create and maintain a system of online programs and events as long as in-person programs are not advised by public health officials.
3. Review library services and continue to offer as many regular library services to the public as possible with staff and patron safety a top priority during the pandemic.
4. Increase offering of program offerings that focus on anti-racism, diversity, equity, and inclusion in 2020 and 2021.
5. Identify possible exhibits on the topic of racial diversity for the 2021 endowment disbursement.
6. Increase offerings of ESL classes by the end of 2020.
7. Apply to present at state or national library conference.

8. Fundraise \$15,000 for the library Endowment Fund by the end of 2020.
9. Continue to write quarterly columns for the Verona Press that focus on literacy or library related topics.

**Facilities Management:**

1. Work with South Central Library System to add an exterior wifi access point to the library in 2020 or 2021.
2. Complete reupholstery of 10 chairs in the adult areas of the library by June 2020.