

# Jefferson County Library Service Board Minutes – July 16, 2020

Board Members Present: Linda Ager, Art Biermeier, Joan Fitzgerald, Tim Semo, Barbara Beaver //  
Absent: Diana Shull, Mark Rollefson

Library Directors and Bridges Library System Present: Joan Behm, Cambridge; Eric Robinson, Fort Atkinson; Melissa Anderson, Jefferson; Kelli Mountford, Waterloo; Stacey Meacham, Whitewater; Gerard Saylor, Lake Mills; Abby Armour, Johnson Creek; Peg Checkai; Karol Kennedy, Bridges Library System

Other Guests: None

1. **Call to Order and Introductions:** Meeting was called to order by President Ager at 6:05 pm.
2. **Approval of Minutes of the February 20th, 2020 Meeting:** Approval of minutes from February 20th 2020 motioned by Art Beirmeier, seconded by Joan Fitzgerald. Motion passed.
3. **Comments from the Public:** No public comments or correspondence.
4. **Administrator's report:** The Annual Report due to the county for 2019 from the libraries is coming up at the beginning of August 2020.
5. **Report from Library System Representative – Art Biermeier:** The following are a list of topics that were discussed at the most recent Bridges board meeting: The 2021 Bridges Library System preliminary budget, mask requirements in public spaces like libraries, Watertown public library will have a its ground breaking in August 2020, Jill Fuller – the marketing staffer for Bridges – is going to be full-time again, and finally the delivery contract for the Bridges System is being worked on.
6. **Report from Library System Director - Karol Kennedy:** Karol Kennedy, the new Bridges System director, gave a brief introduction. She most recently was the library director for Menomonee Falls Public Library. She briefly discussed how the Summer Reading Program in the Bridges system, and largely most all public libraries in the state, transitioned to a virtual tool called Beanstack for this widespread program. The Department of Instruction has purchased a license for this virtual portal for library programs through 2023. Karol also discussed the LSTA and Care Grant options that libraries are working on at the moment. These grants are meant to support libraries with PPE and other virtualized options for libraries as they deal with Covid-19. An example of how this funding is support this transition is through expanded wi-fi coverage in library spaces to allow for more patrons to use the internet outside the building. This and other services are creating a framework for more social distancing technology.
7. **Old Business**
  - a. **Secretary of the Board** – Diana Shull has agreed to continue on as secretary. Eric Robinson also committed to filling in Diana's absence.
8. **New Business**
  - a. **2021 County Resource Library Budget Request (Action)** – A motion to have Fort Atkinson public library act as the county resource library in 2021 for \$500 was made by Art Beirmeier, seconded by Tim Semo. Motion passed.

- b. **2021 County Library Service Operating Budget (Action)** – A brief overview of the 2021 County Library Service Operating was given by Karol Kennedy. The ‘hold harmless’ amount was adjusted from 5% or \$5,000 to 6% or \$6,000 with the decrease in allocation. The adjacent county revenue was also down a bit this year. A motion to approve the 2021 County Library Service Operating was made by Art Beirmeier, seconded by Joan Fitzgerald. Motion passed.
- c. **Update on County Executive meeting** – Karol Kennedy and Eric Robinson gave a brief overview of the conversation they had with the Jefferson County Administrator Ben Wehmeier. The two of them discussed with Ben how libraries have adjusted to the changes brought on by Covid-19 and the potential downturn in circulation.
- d. **Library Reports:**  
Fort Atkinson is beginning work on new strategic plan. Has been reopen to the public since late May 2020. Public are welcome to enter but continue to offer curbside service. They are seeing a number of individuals use the library to search for jobs or file unemployment.  
Jefferson – limited services and access to the library at this time because of Covid-19. One new youth services librarian starting and one staff person retiring.  
Watertown is still progressing towards ground breaking for a potential August 2020 start date for a library remodel.  
Waterloo has a 2021 budget similar to 2020. They are doing well at the moment with all the changes brought on by Covid-19. The Summer Reading Program has been very successful.  
Johnson Creek has a pay it forward campaign of \$500 to cover library fines that was donated by a patron.  
Whitewater has seen a smooth transition to going all virtual in library programming with Covid-19. They have no plans at this time to open meeting spaces and have removed their furniture to the public.  
Lake Mills is similar to most libraries that have limited services. One of the if not the first library in the county to require masks of the public who enter the library.  
Palmyra has been reopened since June 25<sup>th</sup> and continues to offer curbside service.

**Next meeting:** Will be in November 2020 Eric Robinson will send out poll.

**Adjournment:** Motion to adjourn by Tim Semo and seconded by Art Biermeier. Motion passed.  
Meeting adjourned at 7:12pm.