

## **ALBANY JOINT LIBRARY BOARD**

**Tuesday, June 2, 2020**

The Albany Joint Library Board meeting was called to order at 6:02 p.m. by President Roald Henderson. Present were Roald Henderson, Eileen Althaus (arrived at 6:07), Sue Dunphy, Julie Cousin, Angela Janes, Scott Roth, and Melissa Everson. Also present was Carolyn Seaver, Library Director, and Wayne and Jan Albertson, who joined at 6:12. Meeting was held per Zoom due to restrictions of Covid-19.

Proof of posting at the library, the post office, and at Village Hall was verified.

Minutes for the April meeting were reviewed. Motion to accept was made by Scott, seconded by Julie, and carried.

Bills were reviewed. Things to notice include payment to Olin for air conditioning repair and the Ricoh bill. Motion to accept the report and payment of bills was made by Julie, seconded by Angie, and carried.

Treasurer's Report was presented and reviewed. \$69,001.94 in the state trust fund. Motion to approve was made by Scott, seconded by Angie, and carried.

YTD Budget Summary Reports were reviewed. A discrepancy in AV amounts was noticed. Carolyn will investigate. No need for a motion to approve as this is a working document.

Director's Report was presented and reviewed.

- a. Staff Hours Update
- b. Library Services during Safer-at-Home Initiative
- c. Summer Reading Program
  - Beanstack (for all ages) is up and will be promoted on the library's website, the school's website, on both the library's and school's Facebook pages, and perhaps posters around town. Staff will be trained on its use.

Old Business

- a. Signage
  - Lonnie was contacted on June 1st. He reported that, due to a staff shortage, the installation of our new sign has been put on hold for a couple of weeks.
- b. Archive Project

- No current progress has been made
- Albertson's now have the link to this resource
- c. Follett - Destiny Cloud Hosting update
  - Is up and running; was quick and easy
  - Will keep all on former server to make sure, but so far all seems to be running smoothly
- d. Outdoor Maintenance
  - It was noted that certain outdoor landscaping was in need of upkeep. Carolyn will talk to John

#### New Business

- a. Library Reopening
  - Carolyn initially thought June 8th, but wants to push back to June 15th at the earliest
  - Requesting that patrons wear a mask (and library could provide them), but recognize that this will be difficult to enforce.
  - Shields will be purchased for staff
  - Carolyn may experiment with building hours. Full time? Or reduced hours?
  - Motion to endorse reopening plan presented by Carolyn with the understanding that she has the authority to use her best judgement, starting with reduced hours and working toward full schedule was made by Melissa, seconded by Sue, and carried.
- b. EMS Fundraiser
  - Eileen made a motion to allow the Albany EMS to hold their silent auction at the library, seconded by Julie, and carried.

Motion by Melissa to adjourn at 7:18 p.m., seconded by Julie, and carried.

Respectfully submitted by  
Melissa Everson, Secretary  
Albany Joint Library Board  
Albertson Memorial Library  
Albany, WI 53502