



North Shore Library Board Meeting Minutes

Thursday, October 15, 2020

9:00 a.m.

ONLINE MEETING

<https://zoom.us/j/99532380106>

Call In: 312 626 6799

Meeting ID: 995 3238 0106

1. ROLL CALL Meetings called to order by President Glaisner at 9:00am.

Present: Bartels, Fonstad, Pierner, Rindt, Seem, Shaw, Wadzinski, Zitzer, Glaisner

Excused: Franklin

Also Present: Greg Kabara, Superintendent of Nicolet, Andy Pedersen, Bayside Village Administrator, Rachel Safstrom, Glendale City Administrator, Tammy LaBorde, River Hills Village Administrator, Steven Anderson, River Hills Village President

2. PUBLIC COMMENT

There was no public comment.

THE NORTH SHORE LIBRARY BOARD RESERVES THE RIGHT TO TAKE "ACTION" ON ANY OF THE ITEMS LISTED BELOW.

3. CONSENT AGENDA:

Invoices: August and September

YTD Financials

Statistics

Seem requested that the minutes be removed from the consent agenda for discussion and correction. Motion made by Bartels/Zitzer to approve the Consent Agenda with the minutes removed. Motion carried unanimously.

Minutes: 9.17.20 Library Board

Fonstad requested corrections to the 9.17.20 Library Board Minutes. Motion made by Bartels/Fonstad to approve the minutes with the corrections requested by Fonstad. Motion carried unanimously.

UNFINISHED BUSINESS

4. Update from Community Trustees

Fonstad reported that the Village President of Fox Point is actively working to figure out the future of the North Shore Library and Pisarski was introduced to the Fox Point Village Board of Trustees during their monthly meeting earlier in the week.

Zitzer reported that North Shore Library will be discussed in closed session at the Bayside Village Board meeting.

Glaisner reported that River Hills Board meeting was pushed back to next week. River Hills and the remaining villages have a decision to make. Glendale had their 1st Glendale Library Review Committee meeting on October 1st. The question that needs to be immediately addressed is: What is your village's long term strategy for supporting a state mandated library for your

village? Glendale's withdrawal has noticeably shocked NSL's employees. Rumors of their absorption into the Glendale library already exists. I believe our villages must first determine their village's direction. Second, our villages must join to have open, frank discussions to determine the future of NSL now.

Pedersen requested details of an operating budget for a three-village library. Board members discussed the need for a committee that can make recommendations and decisions about a three-village library because of the Glendale resolution to withdraw from the Joint Library Agreement.

Fonstad requested that Pisarski agenda to take action on the formation a committee for a three village library at the next library board meeting. Bartels requested that a special board meeting be held in two weeks.

No other reports.

5. North Shore Library Friends and Foundation Reports

Pisarski reported that the Friends of the North Shore Library Board had their second meeting of the year last week. Friends volunteers are coming into the library on a regular basis to maintain the book sale. They are still not accepting book donations at this time. The Friends mailed their newsletter members who live in Fox Point and Glendale.

The Foundation had no report to give at this time.

6. Director Report

Pisarski reported that virtual fall programs began in September. In September the Youth Services Department held 17 programs and outreach events with 219 attendees.

- *Youth Services Staff began our virtual fall programs for children: this includes three weekly story times, maker programs, like learning how to code, family Bingo and monthly book-clubs, and Saturday programs focused on movement and fitness. In September the library hosted a virtual program with The Milwaukee Ballet learning about dancer Misty Copeland.*
- *For Teens, YS Staff created more Grab and Go Kits. These are kits that teens pick up at the library and complete the activity at home – no virtual meeting time. Staff brought back the very popular pop-socket kits for teens to make an accessory for their phone or device. Staff also created Teen Spa Day Kits which included ingredients to make bath fizzies, lip balm and a sugar scrub. Both kits ran out by the end of the weeks they were available.*
- *YS Staff recruited new members for the Teen Advisory Board and gained 4 new members this fall, along with several returning members. Teens will give Youth Services Staff feedback on teen services, programs and collections. Teens will also volunteer to help with kit-making for programs and help moderate teen programs online.*
- *YS is also hosting an election for kids to “Vote for their favorite book Character”. This is teaching kids about civic engagement, the voting process, and giving them something to look forward during their library visits. The Primary was between Cats and Dogs. Cats won. Bad Kitty, Garfield and Hello Kitty are on the ballot!*

In September, AS Department held 7 programs with 40 participants.

- *Programs included two monthly book club, our popular Rita Gecht Book Club and a new History book club. We hosted “Resources for seniors”, “virtual book a librarian” and connected with patrons through homebound delivery. Harry Potter trivia was very popular this month, with 19 participants of all ages. That is a big turnout for our adult programs!*
- *Curbside Pickup continues to be popular with 197 appointments in September, an increase of more than 50 over last month.*
- *Adult Services staff completed tagging our paperback collection with RFID. This will allow us to turn on RFID on the self-checkout. We will begin using RFID on our self-checkout very soon!*

Circulation

- *The library saw a huge increase in returned library material in mid September because of the September 15 due date on all MPL items. The circulation team did an excellent job processing returns and answering questions from patrons about items in quarantine still on their accounts.*
- *Heidi Muehlhausen has hit the ground running as Interim Head of Circulation. She has been training a new hire and implementing ongoing training for current staff.*
- *We are excited to use RFID at our self check and Heidi is getting staff ready to train the public on this change.*
- *The library expanded our hours October 3. We’re now open Monday-Thursday 12-6, Fri 10-5, Saturday 12-3pm Snr/High Risk M & W 10-12, Curbside T & Th 10-12 Sat 9:30-11:30am.*
- *While we’ve expanded hours we’re not adding additional services. We are maintaining one hour computer use and book browsing, and requiring face masks.*

Staff Update

- *I am working with department heads to ensure contingency plans if staff get sick or need to quarantine. We are using our continuity of operations plan, written in June to determine staffing levels needed to continue our current level of service. We are also evaluating workspaces and schedules to make sure that staff are not working too closely in shared workspaces.*
- *Library Tech Days 2020: Staff attended a virtual “Library Tech Days”, a program hosted by the different library systems around the state of Wisconsin. Staff attended online training about navigating changes in technology, addressing the digital divide and productivity.*
- *Lastly, I am excited to announce that the North Shore Library has won WLA’s Programming Innovation award for the second year in a row for the YS Dept’s Intergenerational Pen Pal Program offered by the youth services department runs as part of our summer reading program. This award recognizes leadership in innovative and distinguished programming in WI Libraries. Last year we won for our Memory Connection Center. Only one library receives this award every year.*
 - *This is a huge accomplishment, and highlights what an incredible staff we have at the North Shore Library. A regular library user said in their nomination letter “We are profoundly lucky to have this little gem of a library in our neighborhood... This library is an enormous part of my children’s lives; this is true for many children in our neighborhood. The library’s programs are a high point in the lives of kids.”*
 - *Patron and Senior Lecturer as part of the library program at UWM said “It’s a great example of how libraries today go beyond connecting users to resources, and that*

sometimes it's the personal connections and sharing that provide the most opportunity for learning and growing".

7. President Report

No report.

NEW BUSINESS

8. 2021 Capital Budget Discussion

Library Board members discussed removing expenditures associated with the planned 2021 renovation from the capital budget and that the working assumption is that Glendale will not contribute over \$50,000 to the capital budget. It was requested that the 2021 Capital Budget be put on the agenda for the next library board meeting for approval.

9. Adjournment until next Special Library Board meeting, at time and date to be determined.

Motion made by Fonstad/Rindt to adjourn until Special Library Board Meeting in two weeks.
Motion carried unanimously. Meeting adjourned at 10:12 a.m.

Respectfully submitted by Alyssa Pisarski, Interim Library Director and Recording Secretary.