



North Shore Library Board Meeting Minutes

Thursday, May 21, 2020 9:00 a.m.

Zoom Online Meeting

Due to Covid-19

1. ROLL CALL

President Glaisner called the meeting to order at 9:00 a.m.

Present: Bartels, Franklin, Fonstad Pierner, Rind, Seem, Shaw, Wadzinski, Zitzer, Glaisner

Also Present: Friends of the Library Board Members: Tarachow, Kathan, Rossi, Tennessen.

North Shore Library Foundation Members: Pedersen, Schmidt, Wathan, Lubar, Wuest, Padway, Porsche. Bayside Village Administrator, Pederson. Glendale City Administrator, Safstrom. North Shore Library Assistant Director, Pisarski, Library Director Draeger-Anderson.

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. Welcome new Board Members, Margaret Zitzer, Bayside and Theresa Seem, Glendale

New Board Members, Zitzer and Seem introduced themselves.

4. MOTION TO MOVE INTO CLOSED SESSION

Pursuant to Wisconsin Statutes 19.85(1)(e) for deliberating or negotiating the purchasing of public properties, the investing of public funds, or conducting other specified public business, whenever competitive or bargaining reason require a closed session – discussion of Joint Library Agreement Proposal from Glendale. Participating: Rachel Safstrom, City Administrator, Glendale, Alyssa Pisarski, Assistant Library Director, North Shore Library Foundation Board Members, Friends of the North Shore Library Board Members.

Motion made by Fonstad/Bartels to move into closed session. Motion carried unanimously with 10 yes votes.

RECONVENE TO OPEN SESSION: to consider or act upon matters discussed in Closed Session

Motion made by Rindt/Fonstad to move into open session. Motion carried unanimously with 10 yes votes.

5. CONSENT AGENDA:

Library Board Minutes: April 16, 2020

March Invoices Monthly Statistics

Motion made by Bartels/Fonstad to accept the consent agenda. Motion carried unanimously with 10 yes votes.

UNFINISHED BUSINESS

6. Updates from Community Trustees

There were no updates

7. Director's Report

Draeger-Anderson reported:

Youth Services Staff have been creating, marketing and presenting Virtual Programming. Head of Youth Services, Lowrey, has been designing the NSL Virtual Summer Reading Program tool. It will allow children to register and track reading, earn raffle tickets and claim other prizes online. Summer Reading Program will start on June 8. We will have a drive by pick up of Culvers Custard and other materials that day. Performers in June will be virtual while July will hopefully be at the Johnson Control Amphitheater at Maslowski Park. We are planning for all programming to be virtual.

Adult Services Staff have also been creating, marketing and presenting Virtual Programming, updating social media, other marketing, recording podcast and preparing the monthly newsletter. Virtual Adult programming has not been as well received as the Kids Virtual Programming has. We are reducing the number of programs offered this summer as Adult Staff continue to be busy facilitating Curbside Pickup.

Circulation Team has continued their weekly online readings and meetings and staff have been in the library working curbside each day. We have also started ordering and processing new materials that are beginning to arrive.

Draeger-Anderson reviewed plans for re-opening the library:

- The North Shore Directors (Brown Deer, Shorewood, Whitefish Bay and NSL) are working together to coordinate a same day opening in mid June.
- More staff in the building beginning June 1
- Book Drop will open May 26
- Daily Delivery will start June 1
- With the hold button on County cat returning soon after that.
- All materials are being quarantined for 3 days and checked in on the fourth day – we are using the Community room as a staging area.
- Public Computers will be moved so that social distancing can be enforced
- Use of public computers will be limited to 30-60 minutes depending on demand
- Kurt is working on plexiglass guard for staff.
- By opening, we hope to have all staff working mostly on site, although we may allow some librarians to work remotely as they do have work they can do remotely. We would allow this as offices here are tight and it is difficult to do social distancing with all staff in house.

NEW BUSINESS

8. Slate of Library Board Office Candidates, Library Board Officers – Discussion and Action

Motion was made by Bartels/Shaw to accept the slate of candidates below. Motion carried unanimously, with 10 yes votes.

Slate of Candidates for President – Shaw, Glaisner

Slate of Candidates for Vice President – Bartels

Slate of Candidates for Treasurer - Zitzer

Slate of Candidates for Secretary – Fonstad

Voting was done via the “Chat” feature on Zoom. Nine Board Members voted. Pierner abstained from voting as there was a clear winner and to vote she would have had to end her call and call back in.

Library Board Officers for 2020-2021: President: Glaisner, Vice President: Bartels, Treasurer: Zitzer and Secretary: Fonstad

9. Thank you to the Foundation for the Copier

Draeger-Anderson informed the Library Board that the Foundation has begun to spend money toward remodeling the library by purchasing the Public Copier for the Library. This will be a great help in reducing operating expenses for the library, saving the library \$115./month. The Foundation paid \$4,900. for the copier. The Library Board is very grateful for the Foundation’s donation.

10. Plans for re-opening – Discussion/Action

Draeger-Anderson discussed plans for opening. Services will include curbside service and browsing, checkout, computer use. Chairs will be removed to discourage sitting. Limited numbers will be allowed with these numbers increasing as possible. Hours will be reduced until there is both a demand and staffing. Pierner suggested offering special hours for Seniors.

11. Review and Action on Staff Wage Plan during Pandemic Library Closing

- Continue paying all
- Pay only for hours worked onsite and remote
- Pay only for hours worked onsite

Fonstad asked for dollar amounts that would be saved by not paying those staff who are unable to work remotely. Draeger-Anderson was not able to provide this as most staff are now working some hours. She will prepare this for the next meeting if this discussion is still needed.

Motion was made by Fonstad/Rindt to continue paying all staff for usual hours worked. Motion carried unanimously with 9 yes votes. Wadzinski had left the meeting.

12. Appreciation for Dan Rosenfeld and Dale Schmidt

Motion made by Fonstad/Shaw to approve resolution and thank you for Rosenfeld and Schmidt.

13. Adjournment until June 18, 2020 at 9:00 a.m.

Motion made by Fonstad/Rindt to adjourn the meeting. Motion carried unanimously with 9 members voting yes. Meeting was adjourned at 10:25 until June 18, 2020 at 9:00 a.m.

Respectfully Submitted by Susan Draeger-Anderson, Library Director and Recording Secretary