



## **North Shore Library Board Meeting Minutes**

Thursday, October 21st,

2021 9:00 AM

North Shore Library Board Room

6800 N Port Washington Rd, Glendale Wi 53217

### **1. ROLL CALL**

Meeting was called to order at 9:01 a.m.

Present: Anderson Knight, Bartels, Glaisner, Grady, Kabara, Safstrom, Wiese, Zitzer

Excused: Seem, Shaw

Also Present: Bahringer, Library Director, Pisarski, Assistant Director, Pederson, Bayside Village Manager

### **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:**

Library Board Minutes:

9.16.2021 Invoices

YTD Expenses

Monthly

Statistics

A motion by Safstrom, seconded by Zitzer to approve the consent agenda as amended. Wiese requested additional information about the circulating STEAM kits. Motion carried with 7 yes votes and 1 abstention.

### **UNFINISHED BUSINESS**

#### **4. Friends of the Library and Foundation Reports**

Bahringer reported that the Friends of the Library will not be holding a Fall book sale, they have published and mailed their fall newsletter, and they are accepting book donations again. Glaisner reported that the Foundation President Paul Pederson could not be present at the meeting. The Foundation would like a firm date or timeline on the library's building project in order to get confirmation from potential donors. The Library Board and village administrators discussed the process working with the architect to get images to use as part of a fundraising campaign. They discussed the Foundation's plans and the developer's plans to get donation pledges.

#### **5. Updates from Community Trustees**

Zitzer reported that the Bayside village board passed a resolution to approve the new library agreement with contingencies. Anderson Knight, Glaisner, and Wiese stated their village board and common council approved the same resolution with contingencies.

## 7. Director's Report

Bahringer Reported in the Adult Services Department, Book Chat at North Shore Library, the library's monthly podcast, hit a record number of listens with 404 listens in the month of September. Top episodes include The Ultimate Book Gift Guide (2019), an in-depth discussion on author Laurie Halse Anderson's "Speak" (2021), Spooky Stories to Read this Fall (2021), Cookbooks and Favorite Recipes, and Historical Fiction (2021).

The library started offering in-person events inside the Community Room this month with COVID-19 safety protocols. We had a total of 33 participants for the month, with an additional 12 participants to our passive Plant Swap program.

The Youth Services Department has had success with take-home kits. Take-home kits have been much more successful than our virtual programming. In September, we offered 58 kits (two activities) for kids, and 25 kits for teens.

September continued the trend of popular outdoor, in-person programming for the Youth Services Department. We hosted a Wisconsin children's book author at Ellsworth Park in Bayside, and 23 people (plus three dogs) attended. Storytime at the Market was a little smaller, with just six people in attendance. When children are able to be vaccinated, we will look into providing open-air story times and other activities.

In the Circulation Department, Christel Thompson has put in her notice of resignation but we wish her the best of everything. There are additional changes, Alyssa will be leaving us for Waukesha Public Library as the Children's Collection Development and Customer Service Librarian in November, and we wish her the very best of luck with everything! For now we will be hiring 2 circulation aids and 1 shelver: Personnel Meeting Zoom: Thursday, Oct 28th at 9am

Head of Adult Services, Melody Schuetz, and Annie Bahringer will be attending WLA in Green Bay, November 17-19th. Our next Library Board meeting is November 18, we will need to decide if we want to hold it a week early, host it via zoom, or wait until December to meet.

Bahringer is currently creating a grant proposal for the IMLS (Institute for Museum and Library Studies) for the new building. The amount is between 50-200 thousand dollars. The preliminary application is due on Monday, Oct 25th.

Bahringer will also going to be teaching two library classes in December: a cooking class: Appetizers, on Tuesday, December 7th, 1-2pm, and Book Art: Snowmen on Tuesday, December 14th 1-2 pm.

The Library Board discussed the best option for the November meeting and decided to hold the meeting on November 18 via zoom.

**NEW BUSINESS**

**8. Approval of Amended Budget**

Glaisner stated that discussion and approval of the amended Budget be moved to the November meeting. The Library Board requested that changes in the budget be tracked. Safstrom requested information about Zoo Passes as a collection item in the budget and Bahringer clarified that the Zoo Passes are a nontraditional circulating item that has been very popular at area libraries.

**9. Approval of Holiday Closings 2022**

The Library Board discussed closed days versus paid holidays. Pederson discussed Bayside's holiday policy and Pisarski reviewed the holiday closure policy in the Library's Personnel Handbook. Glaisner stated that approval of Holiday Closings 2022 will be pushed to the November meeting and the closures be reformatted.

A motion by Safstrom, seconded by Kabara to adjourn until November 11, 2021 at 9:00 a.m. Motion carried unanimously. Meeting adjourned at 9:39 a.m.

Respectfully submitted by Alyssa Pisarski, Assistant Director.