



**North Shore Library Board  
Meeting Minutes  
Thursday, August 19<sup>th</sup>, 2021  
9:00 a.m.  
Community Room**

**1. CALL TO ORDER AND ROLL CALL**

Meeting was called to order at 9:00 a.m.

Present: Anderson Knight, Bartels, Grady, Kabara, Seem, Shaw, Wiese, Zitzer

Excused: Glaisner, Safstrom

Also Present: Bahringer, Library Director, Pisarski, Assistant Director, Pederson, Bayside Hills Village Manager, Botcher, Fox Point Village Manager

**2. PUBLIC COMMENT**

Elizabeth Aelion, 210 W. Bergen Ct.: Shared questions and concerns in regards to the proposed new location for the new library given the high cost of the project, TIF expenses, and future financial issues with the development. Asked questions in regards to parking availability for the library, and the size of the space, since the proposal presented 20,000 sqft library with a 30,000 sqft building.

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

**3. CONSENT AGENDA:**

Minutes: 7.15.21 Library Board Meeting

Invoices: August 2021

2021 YTD Financials

August 2021 Statistics

A motion by Seem, seconded by Zitzer to approve the consent agenda. No discussion. The motion carried unanimously.

**UNFINISHED BUSINESS**

**4. Update from Community Trustees**

Zitzer reported that the Finance Committee met and requested more information before recommending a budget to the Library Board. The Finance Committee will bring a budget to the Library Board at the September meeting. There is a Bayside Board meeting tonight. The Plan Commission has met. Pedersen added that the Plan Commission has met and the developer has asked for zoning parameters. The Library Agreement needs to be finalized before a library building project can be confirmed.

Anderson Knight reported that the Village of Fox Point met last week Tuesday, but the meeting was cut short because of the storm. There was no Library business on the agenda, but the Village Manager is in discussion with the other managers and administrators.

Shaw reported that Glendale is waiting for the new Library Agreement to be discussed and the 2022 budget to be presented.

Bartels reported that River Hills Village Board met last night.

Pedersen reported that River Hills discussed the library in closed session and no action was taken.

#### **5. Update from Friends of the Library/NSL Foundation**

Bahringer reported that the Friends are reconsidering hosting a book sale in the Fall due to the current COVID case load in the North Shore.

#### **6. Director's Report**

Bahringer reported the Adult Services Department hosted 10 programs (virtual, in-person, and passive) with 63 attendees this July. The library also had a total of 283 views/listens of YouTube videos and podcast episodes.

New Part-Time Adult Reference Librarian: Dermot Dolan began his position as part-time adult services librarian on July 12. Dermot had previously worked at the North Shore Library in this position on a temporary basis and has most recently worked as a shelver at the library.

Book Shifting: Adult Services staff has worked to shift the entire nonfiction section to fill in all the back rows of the library. Our next project will be to reshelve the paperback collection into its own section as well updating the genre collections.

Summer Reading Challenge Prizes: Melody Schuetz set out prizes for the adult summer reading program in the display case. This year we are offering multiple raffle prizes of a variety of categories, including movie lovers, book lovers, and coffee lovers.

The Youth Services Department held outdoor, in-person programming that allowed for social distancing remained popular in July. We offered 5 Popsicles and Prizes events, one each Friday, with a total attendance of 151. Art in the Park - a leaf rubbing craft - drew a spread-out crowd of 32 people. Lastly, Storytime at the Fox Point Farmers Market drew an audience of 55 very engaged kids and adults.

Hannah was invited to speak to a group of young people as part of the Oxford Youth Innovation Lab. The purpose of the Lab is to empower middle school and high school students to pursue passion projects and service learning.

14 local youths are engaged in volunteering at the library. Teens' volunteer logs are due at the end of the summer, when we'll verify how many hours they've contributed.

Our take-and-make kits remain very popular. 40 teens took kits to make fancy quill pens. We will continue to offer take-and-make kits into the fall.

We received our new RFID Gates and Scanners for a more convenient workflow and better security for

library materials and they have been installed. Staff can now easily scan items in and check items out.

The library's "HotSpots" are now available for checkout. These small devices will be available for patrons to take home and use for internet access.

We purchased four zoo passes, and they will be processed as soon as they come in for check out. Each zoo pass includes entry for eight people, free parking for one vehicle, and 10% off at the gift shop. These will be on a first come-first served basis, non-reservable/non-holdable items.

Curbside is still being requested, so we have decided to continue the service, especially in light of recent COVID-19 numbers in the North Shore area.

Heidi and I attended the Bayside My Blue Night Out on Thursday, August 5th: We talked to quite a few people who were new to the area and told them about the library services.

The Library will also be represented at the Fox Point Open House on Saturday, August 21st, and at the Fox Point Farmer's market on Saturday, August 28th.

Sunday, August 22nd, all library staff are invited to a social gathering at Keltzsch park. It will be nice to get a chance to talk to everyone! We'll have snacks and drinks and hopefully good weather!

September 7th is our start date for resuming regular hours again which will be Monday-Thursday 10-8, Friday-10-5, Saturday 10-5 and Sunday 1-5.

We opened from 9am -8 pm on Thursday, August 12th for those who were without power and because we are a designated cooling center. We had record visitors and computer use on Wednesday, Aug 11th. We also rented out all of our wifi hotspots. Ann from the Glendale Area Business Association brought us 100 bottles of water for those patrons who were also without water.

I also had to transfer \$1200 to the Telephone system because we were going to be over budget next month. We think it is because the set up for the new phone system cost more than originally planned.

The budget will be ready for board approval for our September meeting.

## **NEW BUSINESS**

### **7. Resolutions for Eric Fonstad and Terry Rindt**

A motion by Seem, seconded by Wiese to approve the resolutions honoring Fonstad and Rindt. No discussion. The motion carried unanimously.

### **8. Approval of amendment to Code of Conduct**

Bahringer reported that due to a virtual event with an Author, the library needs the Code of Conduct reapproved by the Library Board. No changes or updates were made to the existing Code of Conduct.

Wiese suggested that in paragraph three the juxtaposition of phrasing could be improved.

Anderson Knight asked if the code of conduct represented current practices and

necessities.

Bahringer reported that it does.

A motion by Zitzer, seconded by Grady to approve the Code of Conduct as presented. No discussion. Motion carried unanimously.

**9. New Items for Future Agenda**

Wiese requested that the Board discuss the question of reserve fund usage and the need for a consensus and clear policy of how these funds should be used for current and future use.

Bartels recommended that the Finance Committee discuss the topic and make a recommendation to the full board.

**10. Adjournment until September 16<sup>th</sup>, 2021 at 9:00 a.m.**

A motion by Seem, seconded by Shaw to adjourn until September 16, at 9:00 am. Motion carried unanimously. Meeting adjourned at 9:26 a.m

Respectfully submitted by Alyssa Pisarski, Assistant Director.