

**Altoona Library Board Meeting Agenda
Wednesday, April 21, 2021
9:00 a.m.**

**THE MEETING WILL BE HELD ON ZOOM TELECONFERENCE / VIDEO
CONFERENCE. DUE TO CORONAVIRUS COVID-19 RESIDENTS ARE ENCOURAGED TO
ATTEND THE LIBRARY BOARD MEETING VIA THE APPLICATION, ZOOM UNTIL
FURTHER NOTICE.**

You may join the April 21 meeting from your computer, tablet or smartphone via

WEBSITE: <https://zoom.us/join>

MEETING ID: 821 5319 2501

MEETING PASSWORD: 086951

Or you can also dial in using your phone.

CALL IN PHONE NUMBER: 1-312-626-6799

MEETING ID: 821 5319 2501

MEETING PASSWORD: 086951

1. Call Meeting to Order
2. Roll call for Library Board
3. Approval of March, 2021 Minutes
4. Public Comments
5. President's report
6. Approval of March, 2021 expenses and financials
7. Librarian's report
8. Schedule next meeting & items for the agenda
9. Adjourn

Future Reference:

Sept: Library Director Evaluation

November: Long range goal review

Requests from persons with disabilities who need assistance to participate in this meeting or hearing should be made to the Library Director at 839-5029 with as much advance notice as possible.

Altoona Library Board Minutes

Wednesday, March 17, 2021 9:00 a.m.

Roll Call: Meeting called to order at 9:00 a.m. Board members present via Zoom: Liz Snyder, Liz Kaetterhenry, Brenda Schlafer, Deb Swan, Melinda Smith, Sue Rowe, and Sheila Presler. Also present was Library Director Alyson Jones.

Approval of Minutes: Motion made by Presler to approve minutes of the February 17, 2021 meeting, 2nd by Swan. **Motion carried.**

Public Comments: Alyson mentioned that she was interviewed by one of the local news stations regarding the Dr. Seuss books that will no longer be published. APL has 4-5 of the books and they will remain on the shelves. Alyson is leaving it up to parents to make the decision about what their children read.

President's Report: None.

Approval of Expenses: Motion made by Schlafer to approve the February, 2021 expenses and financials, 2nd by Smith. Snyder-yes; Swan-yes; Kaetterhenry-yes; Presler-yes; Smith-yes; Schlafer-yes; Rowe-yes. **Motion carried.** Alyson is checking on why the MORE line 233 is at 102.27% of budget.

Librarian's Report:

Programming-Book Clubs: The next Food for Thought and Book 'Em Mystery Book Club mashup Zoom meeting will be on Tuesday, March 23 at 7:00pm. This month, Dark Sacred Night by Michael Connelly will be discussed. Next month's title is Cilka's Journey by Heather Morris.

Library Planning Committee: The Committee met on March 10. The discussion centered around the Goals and Objectives section of the plan. The bulk of the new EC County Library Plan has now been substantively revised. The committee wanted to make sure that the atypical library work associated with COVID was included. One more meeting is planned before approval.

Space Plan Walkthrough: On March 10, the FGM architects walked through all of the city buildings that are being considered for remodeling/expansion, including the library. They are putting their final recommendations together. Alyson will keep the board posted.

Quarantine reduction: Since last fall, the WI Department of Public Instruction has recommended 24 hour material quarantine times (for both returns and courier items). Within the last week, IFLS has partially followed, reducing quarantine

recommendation to 24 hours for courier. IFLS guidelines continue to be 72 hours for returns, but Maureen will reduce that recommended time frame as well, probably after the Director's Council on 3/19.

Alyson spoke with the public health specialist at the EC City County Health Department who said that she would be comfortable with a reduction in quarantine times based on what they know about the science and local public health conditions. So based on best practice and public health recommendation, APL will reduce quarantine periods to 48 hours for courier bins and 72 hours on return bins. We will continue to be vigilant about hand washing and gloves when handling materials. Staff has been careful to follow professional recommendations in adopting COVID procedures. Alyson wants to stick to the same standards of measured action based on professional recommendations when considering reducing COVID restrictions. The board agreed that the safety of staff and patrons is very important and being cautious is ok. Staff is talking about possibly re-implementing browsing appointments when conditions allow. Alyson is hopeful that all staff will have access to vaccination by next week.

February, 2021 Circulation Statistics:

In February, 2021, our checkouts were lower than February, 2020 (3,410 vs. 8,740); we had fewer renewals (1,694 vs. 1,993), and our overall circulation was lower (5,104 vs. 10,733). System-wide, in 2020, we were 8th in checkouts and 9th in renewals. In 2021, we were 8th in checkouts and 7th in renewals.

LEPMPL

LEPMPL checkouts were down February, 2020 to February, 2021 (49,486 vs. 15,597); its overall circulation was lower (65,229 vs. 23,145).

(Altoona's overall circulation was down 52.4% from last year's number. EC's overall circulation was down 64.5%.

February, 2021: EC borrowed from AL=1,465 items. AL borrowed from EC=325 items. **(+3,347.20)**

February, 2020: EC borrowed from AL=2,849 items. AL borrowed from EC=1,869 items. **(+\$1,796.48)**

So, LEPMLP borrowed **less** from AL in February, 2021 vs. February, 2020, and AL borrowed a lot **less** from LEPMLP.

Summer 2021 Reading Program: The summer reading program will be primarily online again this year. An in-person program is still not possible this summer due to COVID guidelines.

Next board meeting: The next meeting will be Wednesday April 21, 2021 at 9:00 a.m. via Zoom.

Adjourn: Schlafer motioned to adjourn, 9:50 a.m., 2nd by Swan. **Motion carried.**

Respectfully transcribed and submitted by Brenda Schlafer and Alyson Jones.