

# Jefferson County Library Service Board Minutes – December 3, 2020

Board Members Present: Linda Ager, Art Biermeier, Joan Fitzgerald, Tim Semo, Barbara Beaver //

Absent: Diana Shull, Mark Rollefson

Library Directors and Bridges Library System Present: Joan Behm, Cambridge; Eric Robinson, Fort Atkinson; Melissa Anderson, Jefferson; Kelli Mountford, Waterloo; Stacey Meacham, Whitewater; Gerard Saylor, Lake Mills; Abby Armour, Johnson Creek; Peg Checkai; Karol Kennedy, Bridges Library System

Other Guests: None

1. **Call to Order and Introductions:** Meeting was called to order by President Ager at 6:02 pm.
2. **Approval of Minutes of the July 16th, 2020 Meeting:** Approval of minutes from July 16th 2020 motioned by Art Beirmeier, seconded by Joan Fitzgerald. Motion passed.
3. **Comments from the Public:** No public comments or correspondence.
4. **Administrator's report:** Nothing outside the agenda to follow at this point.
5. **Report from Library System Representative – Linda Ager:** The following are a list of topics that were discussed at the most recent Bridges board meeting: The 2020 Bridges Trustee virtual meeting was a success. The trial for Hoopla (the new streaming platform for movies, audiobooks, and e-books) has been extended through the rest of 2020. Help Now, a new virtual tutoring service has been implemented through Bridges. The hope is that this service will help families especially those who are doing virtual school work. The board also performed Karol's evaluation for 2020 as the new Bridges director. There was a lot of praise for her work in the first year.
6. **Report from Library System Director - Karol Kennedy:** Karol discussed how the Department of Instruction is still looking for updated information about current library services through a spreadsheet that libraries can fill out. There was also a brief discussion about how all the libraries are providing materials and services at this time and they have all moved over to virtual programming. In September 2020, Bridges ran a marketing via bill boards in the area again to promote library services. Library Aware, a marketing tool to promote materials available in libraries, has gone online for all Bridges library. The hope is that libraries will be able to make use of it in the near future for suggesting new and upcoming materials to patrons in the area. Finally, these will be a new delivery company for materials in Jefferson County in 2021. The same vendor that has been used by Bridges in Waukesha Co. will also be used in Jefferson Co..
7. **Old Business**
  - a. **Report on 2021 Jefferson County Budget–** The 2021 budget for the Jefferson County Libraries was approved as submitted.
8. **New Business**
  - a. **Letter of concern from Johnson Creek about the contract for county library services (Discussion)** – A letter from the Village of Johnson Creek's administrator was received and shared. The letter expressed concern in the current county reimbursement formula in that they believe the current formula is not compensating the library fairly. As previously discussed, the

existing formula will be examined in 2021 to potentially incorporate other factors beyond physical circulation but to remain equitable to libraries and operational budgets. The review of this formula will be done through a subcommittee of the Jefferson County Library Service board members beginning early in 2021.

- b. **2021 County Library Service Operating Budget (Action)** – A brief overview of the 2021 County Library Service Operating was given by Karol Kennedy. The ‘hold harmless’ amount was adjusted from 5% or \$5,000 to 6% or \$6,000 with the decrease in allocation. The adjacent county revenue was also down a bit this year. A motion to approve the 2021 County Library Service Operating was made by Art Beirmeier, seconded by Joan Fitzgerald. Motion passed.
- c. **Looking Ahead: Meeting dates, officer positions, and new board members for 2021 (Discussion)** – Linda Ager discussed the upcoming dates in 2021 and encouraged members to consider running for the slate of officers as they will be voted on at the next meeting in 2021. Diana Shull’s term is up at the end of 2020 and will not be returning to the board. Potential new members should be considered at this time.
- d. **Jefferson County Library Service Plan past 2021 (Discussion)** – The Jefferson County Library Service Plan will expire at the end of 2021. A review of the existing plan and a new one will need to take place in 2021. A discussion of the method for writing previous plans took place for newer members to the board.
- e. **Library Reports:**
  - Fort Atkinson wrapped up a new strategic plan. Currently the library is at curbside service as the local actively ill (covid) cases is extremely high.
  - Watertown’s remodeling has begun but they are currently had curbside service. The challenge of moving out of the library is still ahead but things are going well at the moment.
  - Waterloo has had a number of patrons coming to the library from surrounding areas because other libraries in the area have been closed to the public.
  - Johnson Creek is open to the public and has great circulation in the past few months.
  - Whitewater has reopened to the public but continues to provide virtual programming like most libraries. On a good note, a architect has begun to develop designs for an addition.
  - Lake Mills is similar to most libraries that have limited services. They are at curbside with virtual programs.
  - Palmyra has been reopened since June 25<sup>th</sup> and continues to offer curbside service.
  - Cambridge was closed a bit in October but is at curbside at the moment. They have gone fine free for all materials. They will be opening in January for computer use and browsing.

**Next meeting:** Will be in February 2021 Eric Robinson will send out poll.

**Adjournment:** Motion to adjourn by Tim Semo and seconded by Art Biermeier. Motion passed.  
Meeting adjourned at 7:11pm.