

PROPOSED

MINUTES OF THE REGULAR MEETING OF THE CHIPPEWA RIVER DISTRICT LIBRARY FEBRUARY 16, 2021

Members present were Chair T. Delia, R. Helwig, L. Laskowsky, K. Mora, C. Doyle, D. Clark, R. Barrett; Director C. Friedrich and Finance Director K. Ellison

Members absent were E. Parker

T. Delia called the meeting to order at 5:28 p.m.

AGENDA APPROVAL

R. Helwig moved to approve the agenda of February 16, 2021. Motion seconded by L. Laskowsky. Motion carried.

APPROVAL OF MINUTES

R. Barrett moved to approve the minutes of January 19, 2021. Motion seconded by L. Laskowsky. Motion carried.

FINANCIAL STATEMENT

The financial statement for January 2021 and check disbursements were discussed and placed on file.

PUBLIC COMMENTS

There were no public comments received or offered. Email was read and conversation relayed.

DIRECTOR'S REPORT

Corey Friedrich reported on the following:

- Circulation stats – circulation is down and e-collections are up.
- Programming report – staff continue to offer virtual book clubs and take home kits. The *Greatest Showman* movie kit was the most popular program for the month.
- Computer stats – moving toward opening a second room for computer appointments at VML and extending the allotted time to those patrons who need to file their taxes.
- State aid report – the report has been completed and submitted to the State Library.
- SCL siding – proceeding with the Village of Shepherd's preferred contractor to install new metal siding on the east wall of the building.
- Phased opening – the library will open to the public on March 15th.

COMMITTEE REPORTS

Finance and facilities – FJML outdoor light has been fixed.

Personnel and Policy –

1. Currently working on by-laws
2. R. Helwig moved to approve the *Records Retention Policy, No. 102*. Motion seconded by L. Laskowsky. Motion carried.

Art – nothing to report.

LIBRARY TRENDS AND UPDATES

MMLC Advisory Council met this morning and there have been no new changes. Updated Board on changes to the Library Policy Act.

STRATEGIC PLAN UPDATE

We will be working on the 2021 goals as the pandemic allows.

OTHER

R. Helwig moved to delegate the duties of the Treasurer and Secretary, as outlined in the board-by-laws, to the Director and Finance Director. Motion seconded by R. Barrett. Motion carried.

FRIENDS OF THE LIBRARIES UPDATE

R. Helwig reported that the VML friends are coming up with lots of ideas for increasing membership.

ADJOURNMENT

T. Delia adjourned the meeting at 6:03 p.m.

Respectfully submitted,

Kristin Ellison, Finance Director