

**Clear Lake Public Library
Library Board Meeting
October 6, 2020
Minutes**

Meeting was called to order at 5:01 p.m. by President Marie Bannink.

Quorum was met: Present were Marie Bannink, Debra McMahan, Marci Meyer, Patricia Mitchell, and Christine LaFond.

Motion was made by Marci Meyer and seconded by Debra McMahan to approve the agenda. Motion passed.

Approval of the minutes of the September 1, 2020 minutes. Motion was made by Marci Meyer and seconded by Patricia Mitchell to approve the minutes. Motion passed.

Approval of the payment of the bills. Motion was made by Debra McMahan and seconded by Patricia Mitchell to approve payment of the bills. Motion passed.

Librarian's Report

- September Curbside statistics: 126 (61 phone requests; 50 e-mail requests; 4 home delivery; 2 caught me; 2 drove up; 6 walk-ins, and 1 unknown how interacted with staff). (Does not include staff checkouts).
- September Appointment statistics: Computer: 4 + 2 no shows; Browsing: 12 + 1 no show.
- We have been letting people know that if posted times don't work, please call and we will accommodate as best we can.
- I had one night of really bad weather so I did curbside in the front entryway. That worked well so it does give staff a location option when the weather is bad.
- I virtually attended ARSL (Association of Rural and Small Libraries) and WI Tech Days – Sessions were great! I am in a Facebook workshop tomorrow.
- I have been on my own since Pam was away and Karla had her stroke. Pam will be back on October 14th. Karla will come in for about 6 hours a week. She will not be able to work curbside but she can do processing of new materials. I am looking forward to having them back.
- All of the Polk County Libraries are hosting a virtual session on Fake News on Monday, October 19th.
- November Board meeting will be November 10th. November 3rd is Election Day.
- Discussed what other libraries are doing regarding open hours and offering appointments.
- Christine talked about IFLS cataloging services.

Motion was made by Patricia Mitchell and seconded by Marci Meyer to adjourn. Motion passed. Meeting adjourned at 5:41 p.m.

Approved by the Clear Lake Library Board of Trustees 11/10/20.