



January 14, 2021

Sarah Adams is inviting you to a scheduled Zoom meeting.

Topic: Library Board

Time: Jan 14, 2021 05:30 PM Central Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/82734330277?pwd=V1FEZ2x1b3ppSm90RHZqTGt3VVMzdz09>

Meeting ID: 827 3433 0277

Passcode: 891871

One tap mobile

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Find your local number: <https://us02web.zoom.us/j/ksj4ewdud>

Call to order: MA, DB, CC, JC, MJ, JL, SJ

1. Approve Agenda
2. Approve Minutes December 10, 2020
3. Public Comment
4. Continuing Business
 - a. Open Hours
 - b. Schematic Design Phase 1 Launch
5. New Business
6. Director's Report
 - a. Statistical Report
 - b. Financial Report
7. Adjourn



Director's Report
December 2020
01-08-2021

Reduced Walk-In Hours & Second Floor Use

I am recommending we re-open to our regular hours. The WI Department of Health Services shows Ashland County as still very high and no change in the case trajectory for the past two weeks. I am confident in our cleaning protocol and enforcing a time limit spent inside the library, plus masks and handwashing all create a safe space for our employees and patrons. We will continue to offer curbside during all open hours. An end of the year review of our statistics shows only 17.5% of our circulation is generated by placing holds through the online catalog. A good majority of our use comes from people walking in and browsing our shelves. There is a lot that can be interpreted by this number (we need to do more education, demographics) however one conclusion is our people depend on in person use to satisfy their bibliovore needs.

In regards to opening the second floor for meeting room use, there continues to be a demand for this type of use. I am recommending opening the 2nd floor for use on a limited basis so that there is 24 hours between each room's use. Again, masks are required and requests for meeting space must be made in advance. Capacity is also reduced to meet social distancing requirements. Requests for this space are predominantly from individuals who need a stable internet connection, privacy to conduct online meetings or one on one meetings.

Are We Ready to begin Schematic Design Phase?

I have sent a note to architect Alex Ramsey to get her thoughts on re-starting our process. I will share her input when I have it. We can go through a pro – con analysis at the meeting.

On the Horizon

I will attend the Jan 12 [City Council meeting](#). The acquisition and demolition of the Baron property is on the agenda. From discussions at department head meetings, there is little to no anticipation that there will be push back or concerns from council members. However, one never knows.

Staff

Lisa is still out due to a broken leg and other complications. She will have surgery and not return to work until February. We all miss her and are working to ensure there's not toppling piles on her desk upon return. Justin Cochrane is also out with a broken ankle. His expected return is closer to the end of the month.

Thanks for reading,
Sarah A.