



Sarah Adams is inviting you to a scheduled Zoom meeting. Join Zoom Meeting

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Meeting ID: 827 3433 0277 Passcode: 891871

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

1. Approve Agenda
2. Approve Minutes November 12, 2020
3. Public Comment
4. Continuing Business
 - a. Strategic Planning; Mission
5. New Business
 - a. End of year expenditures
6. Director's Report
 - a. Statistical Report
 - b. Financial Report
7. Adjourn

Director's Report
November 2020



Reduced Walk-In Hours

My biggest take-away from reducing our hours thus far is communicating change to the public is challenging. Just basic avenues of communication and then messaging the subtleties of being “curbed, not closed” is tricky. But, the majority of our library folks are understanding and willing to adapt. I will use staff input and community case activity to determine if we will continue reduced hours or go back to 9-6 daily near the end of next week.

End of Year Considerations

The circulation for the library will be at about 65% of what we typically circulate. Again, this will impact our ACT 150/420 equation for 2022, probably reducing our reimbursement rates for that year by 30-35%. A key factor in this equation is our operating budget for 2020. My goal is to spend it all, although we are looking at a surplus right now. Please see the financial report for details. Facility costs are down (83% projected use of budget), personnel costs are lower due to my overestimating health insurance costs (93%), operating and professional services are also down (81%, 85%). However, materials expenditures are over budget (113%). Facilities manager Dan Homola is on board to do some reconfiguration of our circulation area, which will have some costs (knocking out a wall and moving circulation desk back into workroom). We can discuss in detail at the meeting. It is possible we could also order computers for the upstairs lab, but the window for ordering through NWLS is closed for 2020. Finally, we can add what we do not spend to our fund balance, but this does not help our ACT 150/420 reimbursement formula.

Mission Statement!

We had a very inspiring and productive staff meeting this week, resulting in a mission statement per the library board's approval. Here it is:

The Vaughn library is a sharing place, enriching lives through ever changing avenues, always rooted in community.

Lisa L. crafted the initial phrase and together we all word-smithed it into one sentence.

On the Horizon

I hope everyone is finding some time for reflection (really) because soon this year will be in the past. What we are looking forward to in 2021;

Better communication with our public – electronic quarterly (monthly?) newsletters

Launching focus groups to initiate the design process for our renovation

Schematics and capital campaign literature to begin the fundraising process

Watching the Baron building come down & planning for a reading/programming garden space

Getting the Book Bike Mobile out in neighborhoods

Better outreach with shared mission organizations (health services, school, child care, environmental education, community stories)