



BURLINGTON PUBLIC LIBRARY

166 East Jefferson Street, Burlington,
Wisconsin 53105

Minutes of the Burlington Public Library Board of Trustees

The Burlington Public Library Board of Trustees met on Tuesday, June 22, 2021 at 6:30 p.m. by Webinar/Call-In on Zoom.

Present: Plank, Chaffee, Musgrave, Larson, Bahr, Czaplewski, and Guard. Absent: Savaglia, Preusker, Skiles, (student representative), and Thompson (student representative). Also present: Davies and Puccini

- Larson called the meeting to order at 6:30 pm.
- **Public Communication to the Board:** None.
- **Disposition of Previous Minutes** of the May, 2021 meeting. Bahr moved approval, Plank seconded. Motion passed.
- **Disposition of General Fund Bills & Trust Fund Bills for June:** Bahr moved approval as presented and Guard seconded the motion to approve the May general fund and prepaids, and reimbursements, in the total amount of **\$24,848.30**. Motion passed.
- **Committee Reports:** None.
- **Federated Library Report:** Exploration Committee for Lakeshores merger with Rock County. Lakeshores Library Board and Rock County Library Board both agreed to have an exploratory committee put in place to explore potentially combining systems. If this moves forward for 2023, a decision would have to be made by October 1, 2021.
- **Director's Report**
 - a. **Monthly Statistics Report:** Since we opened March 1, the library has seen an increase in circulation compared to January and February, but numbers are still way down when compared to pre-Covid numbers.
 - b. **COVID related updates-**We are following CDC guidelines. If people are vaccinated they do not need to wear a mask in the library. Staff will continue to wear a mask in public spaces.
 - c. **Fall Program Planning-**We are scheduling in-person programming for fall with small groups only. All programs will need registration. Bahr asked if we can add QR codes to city newsletter. Davies will look into this for the future.
 - d. **Financial Feasibility Study Update-**Jodi Sweeney from the Sweeney Group will send out a Doodle Poll soon to get started with a brainstorming session. This brainstorming session should include library staff, board members, and the community.
 - e. **In-person meeting on 7/27-**We will plan to meet in-person on 7/27.
 - f. **CIP and Budget Planning-**
 - g. **Quarterly Financial Statement-**Physicals is over spent due to the new hires this year. We will readjust as needed for 2022.
 - h. **Building and Grounds Updates**
 - a. Benches-New benches that were taken from the old Karcher Middle School building were put into our garden by our back door and work nicely in that space.
 - b. Fairy Garden-The Burlington Area Garden Club has generously revamped our garden and put in a Fairy Garden which patrons and staff have given positive remarks.

- c. Park WIFI-Due to a grant we received last year, there is now WIFI in the park.
- d. Modular Study Room-We now have the glass study room we purchased from Lake Geneva Library. It is still in pieces in the backroom but should be put together next week for patron use.

- **Unfinished Business: NONE**
- **New Business: NONE**
- **Adjournment:** Plank moved, Bahr seconded to adjourn. Motion carried. Meeting adjourned at 7:13 p.m.
- **Next Library Board Meeting** will be held on Tuesday, July 27 at 6:30 p.m. in-person.

Respectfully submitted,



Walter Bahr
Secretary