

**Lodi Woman's Club Public Library**  
**Virtual Board Meeting**  
**Mon, May 18, 2020 4:30PM (CDT)**  
**Join Zoom Meeting**  
**<https://us02web.zoom.us/j/86199597421?pwd=aWRCQkdENFB0UmxTSm9RN3A4RXE4UT09>**  
**Meeting ID: 861 9959 7421**  
**Password: 154699**  
**Meeting Minutes: May 18, 2020**

1. PRESENT: Smith-Gallagher, Griffin, Gajek, Poelma, Hunt, Clark, Chambers, Heskin, Miller  
ABSENT: Zavoral      ALSO PRESENT: Alex LeClair
2. WELCOME NEW BOARD MEMBERS: Jane Poelma – County Rep, Sue Chambers – School District Rep, Suzanne Miller – City Liaison Rep.
3. OFFICER POSITIONS: Slate Hunt as President, Clark as Vice President, Heskin as Treasurer and Smith-Gallagher as Secretary. Motion Smith-Gallagher, second Griffin to approve slate as discussed. Motion passed.
4. DIRECTORS REPORT: Checkouts and renewals are down given the library has been closed. Overdrive checkouts and users are up. Mary Fryman memorial childrens collection added. 18% more materials deleted. Increase in new cards. Programs are up 6% and attendance is up 534% compared to 2019. Public computer use per day is down. Curbside pickup started. Instructional video made for how to find and schedule curbside materials. Floors cleaned and waxed on May 8<sup>th</sup>. Podcast is now on website as well as Apple podcast, Spotify podcast etc. Summer programming is being designed now. No summer intern hired. Working on redesigning website. Acrylic barriers installed at checkout desks.
5. MINUTES FROM APRIL 20, 2020 MEETING: Motion Smith-Gallagher, second Clark to approve the minutes from the April 20, 2020 meeting. Motion passed.
6. TREASURER'S REPORT: SCLS funds had gains of \$11,718 and \$4,069 for the month of April. Motion Gajek, second Poelma to add Hunt as authorized signer on Wisconsin River Bank accounts and remove Groves Lloyd as signer. Motion passed.
7. PRESIDENT'S REPORT: Met with previous President, new VP, Alex and new board members.
8. FRIENDS' REPORT: Friends awarded Advocacy of the Year award from Columbia County. Deciding whether to hold the Library Run walk in person or virtually.
9. RE-OPENING DISCUSSION: Acrylic barriers installed, 2 computers removed, hand sanitizer provided. Masks will be allowed but not required. Discussed special hours, continuing curbside service, special hours for senior citizens and high risk. Board accepts the director and employee recommendations to re-open on June 1<sup>st</sup>.
10. FRONT ENTRANCE DOOR: Front entrance door was damaged and couldn't manually lock the door when we closed due to COVID. Recommendation to replace the metal door which would cost \$2000. Alex to reach out to City to see if they will pay for the replacement.
11. THEATER RENOVATION: Motion Clark, second Gajek to accept bid to install receptacle and HDMI jack for new theater room in the amount of \$525. Motion passed.
12. NEW BOARD, NEXT STEPS: Board meeting and time will continue as scheduled. Clark to send out committee sign ups.
13. ADJOURNMENT: Motion Heskin, second Gajek to adjourn at 6:24 pm. Motion passed.

Respectfully submitted,  
Christina Smith-Gallagher, Secretary