

Bridges Library System Board Meeting Minutes
April 21, 2021

PRESENT: Jean Yeomans, Jim Heinrich, Larry Nelson, Linda Ager, Art Biermeier, Nancy Wilhelm, Howard Pringle, Dick Nawrocki, Joan Fitzgerald

EXCUSED: Rose Sura, Amy Reichert

OTHERS: Karol Kennedy, Bridges Library System Director; Mellanie Mercier, Bridges Library System Automation Coordinator and Assistant Director; Bruce Gay, Executive Director Waukesha Public Library and Resource Library Representative; Nan Champe, Pewaukee Public Library Director and APL representative; Alex Klosterman, Waukesha County Senior Financial Analyst; and Meg Henke, Bridges Library System Department Executive Assistant

Call to order: Linda Ager, the Board President, called the meeting to order at 4:00 p.m. via Zoom with optional attendance at the Bridges Library System Office in Waukesha.

Introductions: Introductions were completed after the call to order.

Comments from the Public: None.

Correspondence: Linda Ager, Board President, received a letter of funding notification for the final payment of 2021 state aid to libraries from Kurt Kiefer at the Wisconsin Department of Public Instruction.

Meeting Minutes: A Biermeier/Nawrocki motion to approve the minutes of the March 2021 meeting as presented passed unanimously.

ACTION ON THE BILLS REPORT

Bills Reports: Karol reviewed the list and highlighted a few key transactions. A Yeomans/Wilhelm motion to approve the monthly invoices for funds 210 and 215 for April 2021 as submitted passed unanimously.

Financial Reports: A Heinrich/Pringle motion to accept the financial report ending March 31, 2021 for funds 210 and 215 passed unanimously.

REPORTS

Bridges Director's Report: Karol reported that comments from the 2020 annual reports on System effectiveness has been included in the meeting materials for your review. All 24 libraries reported they are satisfied with their services. Written comments are optional and all were complimentary of the System and staff. Jefferson county Library Services Board has been meeting to review and discuss possible changes to their funding formula. The possible changes could include adding electronic circulation of materials in the criteria. The state has shared no news on how ARPA funding will be distributed, but a meeting will be held next week to discuss the possibilities. Karol also reported that effective April 19, 2021 the Marshall Community Library has ended their closed border policy to the residents of Waterloo. Karol commented the System has had some unique marketing opportunities in the recent and upcoming months including Google ads, B93.3 reading partnership at local libraries and

several segments on area local morning news stations. Lastly she acknowledged the great work Meg Henke does for the System and wished her a Happy Administrative Professionals Day today.

Bridges Staff: Mellanie Mercier reported that there are no further updates to what is presented in the published monthly staff report.

APL: Karol Kennedy reported APL met on April 9th. At the meeting Angela Meyers and Laurie Freund presented the Zoom Enterprise meeting solution, highlighting the value of the annual cost and the extra services that come with the annual cost less than \$240 per license. Various COVID related topics were discussed including the DPI reopening guide and programming. Preliminary budget discussions were started focusing on service priorities like Hoopla and HelpNow and databases. The review of database offerings and costs will take place in spring rather than fall. They talked about ARPA funding, but little information is known at this time about what the local opportunities may be. WiLS is sponsoring an “Ideas to Action” grant and libraries were encouraged to apply. And lastly the group will start an optional Director’s book discussion. The first book will be *Dare to Lead: Brave Work. Tough Conversations. Whole Hearts.* by Brene Brown.

Resource Library: Bruce Gay reported the first-floor renovation bids were due by April 20th. All submitted bids are under budget. Work will begin in June 2021 and run through February 2022. Waukesha Public Library is celebrating their 125th anniversary. To celebrate they handed out Tootsie Rolls to patrons as Tootsie Rolls are also celebrating their 125th anniversary. Many special events will be held to celebrate. A special anniversary library card with has been made to commemorate the 125th anniversary.

DISCUSSION/ACTION ITEMS

Waukesha County Act 150 planning committee – Karol reported that she finalized her recommended list of participants representing our Waukesha County libraries. These nominees are library trustees, directors, or local officials. The list was shared with County Board Chairman Paul Decker for consideration. Howard Pringle and Nancy Wilhelm are Bridges Trustees on the recommendation list each representing their local libraries. Karol has asked them to dually represent Bridges Library System as well as their local library should they be selected to the 2021 Waukesha County Library Planning Committee.

System Director Evaluation process – Karol reported she and Board President Ager have been working with Waukesha County human resources on refining and defining the System Director’s annual review processes and criteria. Karol provided an overview of the revised process and the proposed annual milestones.

CAFÉ Libraries App demo – Mellanie Mercier provided a comprehensive demonstration of the new CAFÉ Libraries mobile app highlighting the features, functionality, and integration with Polaris and OverDrive. Linda Ager requested a YouTube tutorial video be created as a part of the marketing and communication of the app.

Next meeting: **May 19, 2021 at 4:00 p.m. via ZOOM** with public attendance at the Bridges Library System Office (741 N. Grand Avenue #210, Waukesha, WI 53186).

At 5:23 p.m., a Biermeier/Wilhelm motion to adjourn passed unanimously.

Minutes prepared by:

Meg Henke
Administrative Specialist

Respectfully Submitted:

Amy Reichert
Board Secretary