

**VPL Board Meeting Minutes**  
*Library Board of Trustees-Verona Public Library*  
*500 Silent Street Verona, WI 53593*

**Wednesday, November 4, 2020, 6:30 p.m.**  
**Virtual Board Meeting**

Virtual Participants: Conwell, Huemmer, Sohail, Ryan, Hopp, Cronin, Kurth, Burkart

**Call to order:**

Hopp called the meeting to order at 6:30 p.m.

**Approval of Minutes:**

A motion was made by Huemmer, seconded by Kurth to approve the Regular Meeting Minutes of 10/07/2020. Motion carried.

**Review and Approval of Invoices:**

A motion was made by Kurth, seconded by Huemmer to approve the October 2020 invoices. Motion carried.

**Public Comments:**

None

**City Council Liaison Report:**

Cronin reported that the finalized annual budget will be presented to common council on Monday, November 9th. She also updated the board regarding the 410 and 420 W Verona Ave development plan that was voted down and will be presented to the council again with some significant changes by the developer. The development is supposed to include some rental units as well as a portion of commercial space.

**Library Director's Report:**

Burkart reported that the library has reverted to curbside service only and suspending other library services after the increase in the COVID-19 cases in the county. She further added that there has been an increase of about 15 appointments a day for curbside pickup. Burkart also reported that there will be two computers and one photo copier available next week in the community room. Burkart also reported about the prairie burn that happened on previous Monday. She also informed regarding the election day which got busy before and after working hours.

**Old Business:**

1. ***Discussion and possible action regarding library response to COVID-19:*** There has been no objection from the community for reverting to curbside pickup of library materials. The library staff

is more comfortable with this model of library operations given the current community spread of COVID-19.

- 2. *Preliminary discussion of 2021 Director goals:*** The board discussed the director goals for 2021 with Burkart. The discussion was made regarding inclusion and/or updating the inclement weather and pandemic policy, circulation policy, safety protocols and strategic planning along with inclusive services survey for the patrons. The board further discussed to add Overdrive, ESL classes, Green Team environmental projects and some fundraising changes for the upcoming year (5K Run/Walk Event). The board also recommended to keep working on diversity and equity programs in the library, the ideas on how to support the small businesses in the community in some shape and form, inclusion of an outdoor exhibit about racial diversity and end of the year communication with the donors.

#### **New Business:**

- 1. *Discussion of metrics needed to reopen the library:*** Conwell shared the current metrics from Madison and Dane County Public Health Department that shows an average of 214 COVID-19 cases per day. It was discussed that the department has moved to the crisis model of contact tracing. Schools remain open owing to their own contact tracing models with their individual healthcare workers. Community spread metrics and average number of cases through the model were discussed. It was recommended to keep the library closed for other services and keep the curbside service open until at least 2 months or when the COVID-19 cases trend look better and to coordinate with other SCLS libraries to make further decisions regarding reopening of the library.

**Adjournment:** Meeting adjourned at 7:49 p.m.

Library Board approved December 2, 2020