

**Minutes of the June 30, 2020 Meeting of
the Ripon Public Library Board of Trustees**

The meeting, held online via Zoom, was called to order at 5:02 p.m. by president Sandra Scamehorn. Other trustees present online were Ted Grant, Martin Farrell, Deanna Boone and Andrew Prellwitz. Desiree Bongers was also present.

Mr. Farrell moved, Mrs. Boone seconded, to approve the minutes of the May 26, 2020 meeting. Motion carried.

A report on library activities was presented by Director Bongers. Included in the report were the following: Winnefox deliveries; Adult Services Librarian update; new council member orientation; outdoor story time; electricity savings; WLA fall conference. Highlights of May statistics: in person circulation was 2,986; the door count was 0; 265 patrons checked out 1,541 items on OverDrive; there were 0 Internet sessions; 146 GB was downloaded on wireless and 259 unique wireless devices were used; a cumulative total of \$2,595 in fines and fees has been collected through the end of May.

The board reviewed the payment of the June 2020 invoices totaling \$8,250.52.

Director Bongers gave an update on the Friends of the Ripon Public Library. The Friends held a board meeting and conditionally approved a budget and slate of officers; the membership will vote on these by mail. The Friends have plans for a book sale in July, with masks being required.

The board discussed staff recommendations to the parameters for library use. Rather than taking appointments there will be a limit of 25 patrons on the first floor. All ages of children are now allowed, with those 7 and younger needing to remain with their caregiver at all times.

The board discussed the draft of the COVID-19 Policy. Mr. Prellwitz moved, Mrs. Boone seconded, to approve the policy. Motion carried.

The next board meeting is scheduled for Tuesday, July 28, 2020 at 5:00 p.m. online via Zoom. Meeting adjourned at 5:29 p.m.

Respectfully submitted,

Desiree M. Bongers
Library Director