

Approved Minutes
Presque Isle Community Library - Board of Trustees
Meeting Category: Regular Meeting
Date: December 8, 2020
Time: 4:00 pm
Location: Library – Lower Level

- 1) Call to Order: The meeting was called to order by President Pam Whipple at 4:00pm.
- 2) Roll Call of Members/Introduction of Visitors: Present – Pam Whipple (PW), Shelly Knaack (SK), Merry Beckel (MB), Vickie Gillett (VG), Joan McDonald (JM). Virtually – Christine Wallace (CW), Sarah Krembs (SK). Absent – Carl Wolter, Susan Casey.
- 3) Agenda approval/modification: Motion to approve the agenda as printed by MB, second by JM, motion passed unanimously.
- 4) Approval of Minutes (Nov.10, 2020): Motion to approve the PICL November minutes as printed by MB, second by PW, motion passed unanimously.
- 5) Treasurer’s report
 - a) Action on Bills to be Paid – December: after review motion to pay bills in the amount of \$8,626.05 by CW, second by PW, motion passed unanimously.
 - b) CDs up for Renewal in January: SK reviewed the 2 CD’s that will come up for renewal in Jan. Motion to renew CD 1 (#1000010474) and CD 2 (#1000010475) from Headwater’s State Bank, each for a 15 (fifteen) month period at the current rate of .50%. made by MB, second by PW, motion passed unanimously.
- 6) Library Director’s Report: see attached hand-out
 - a) Librarian Continuing Education: SK reported that she has all her hours completed until December 2021.
 - b) Circulation and Patron Reports: SK handed out the circulation total from 2015 through November 2020. Due to the pandemic circulation is down. The report also contained PICL Total Patronage from 2015 to November 2020. These numbers are also down.
 - c) Programs & Library News: Culinary Curbside is doing well. The events are being well accepted with 8 kits going for the first program and 11 kits for the second. 40 Snow Ice Cream Kits will be supplied by the Lib for the Olde Time Community Christmas, December 11, 2020. SK will be offering 12 programs (1 each month) in 2021.
 - d) Opening the Library: due to the increase of virus cases in the area the Library will stay closed for curbside pickup only.
 - e) LD Hours
- 7) Committee Reports
 - a) Town of PI Liaison: no report
 - b) FOL Annual Newsletter: the newsletter has been mailed and SK has received numerous responses to date.
- 8) Old Business
 - a) NONE
- 9) New Business
 - a) Yearly Review of Policies: discussion on the PICL policies. The Policy Committee will be reviewing and making recommendations as necessary.
 - b) Sign LD Annual Employment Contract: both President and Secretaries signatures were applied to the contract.

10) Public comment: NONE

11) Adjournment: Motion to hold a Special meeting to pass the December minutes on Jan 5th at 10:00am by VG, second by MB, motion passed unanimously. This will be done so that the CD's can be renewed on time as the renewal date is prior to the next regular meeting.

12) Meeting was adjourned at 4:50pm.

Next regular meeting date: Jan. 12, 2021, 4:00 PM Library

Presque Isle Community Library - Board of Trustees	
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Date :	Dec. 8, 2020
Time :	4:00 pm
Location :	Library

- 1) Call to Order
- 2) Roll Call of Members/Introduction of Visitors
- 3) Agenda approval/modification
- 4) Approval of Minutes (Nov.10, 2020)
- 5) Treasurer's report
 - a) Action on Bills to be Paid - December
 - b) CDs up for Renewal in January
- 6) Library Director's Report
 - a) Librarian Continuing Education
 - b) Circulation and Patron Reports
 - c) Programs & Library News
 - d) Opening the Library
 - e) LD Hours
- 7) Committee Reports
 - a) Town of PI Liaison
 - b) FOL Annual Newsletter
- 8) Old Business
 - a)
- 9) New Business
 - a) Yearly Review of Policies
 - b) Sign LD Annual Employment Contract
- 10) Public comment
- 11) Adjournment

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Library Director's Report December 2020

1. Librarian Continuing Education

I have all my hours in until December 2021.

2. Circulation and Patron Reports See attached chart

3. Programs & Library News

We have been doing a steady business of curbside pickup, average pickups being about 4 people per day. Sarah and I continue to provide social support to callers needing to talk. When we call people for book pick up, we often are on the phone longer than usual. This is a much-needed service we are providing, especially to people who live alone.

Culinary Curbside is doing very well. We offered 2 kits in November:

Rosemary Shortbread from "Forest Feast for Kids" by Erin Gleeson- 8 KITS

Homemade Sprinkles from "Pastry Love" by Joanne Chang- 11 KITS We offered 1 kit in December and will do one more:

Current kit is Gingerbread from "Six Sisters Stuff-Celebration for every season" by Six Sisters-6 KITS so far.

Chocolate-Covered Orange Peel from "Do Ahead Christmas" by James Ramsden will be our second one in December.

We have 40 Snow Ice Cream Kits made up for this Friday's Christmas Celebration. This recipe is from my Mom's cookbook, "From Blueberries to Wild Roses". Any left over, we will offer at the library. I am hoping to get the milk donated from our food supplier at Butch's Pizza.

This has been a very successful program, but due to cost and how much time it takes, I will be doing one per month starting in January. We will offer 12 in 2021.

4. Opening the Library

Due to the high numbers-see the link from Vilas County I sent-I am recommending we continue to keep the building closed and offer curbside pickup only.

5. LD Hours- same as usual

Presque Isle Community Library - Board of Trustees	
Meeting Category:	Special Meeting
Date :	Jan. 5, 2021
Time :	10 am
Location :	Library or Virtually: https://meet.google.com/eax-dgxa-ojt

- 1) Call to Order
- 2) Roll Call of Members
- 3) Agenda approval/modification
- 4) Approval of Minutes (Dec. 8, 2020)
- 5) Adjournment

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