

LIBRARY BOARD MEETING  
TUESDAY February 22, 2022, 6:30 pm



Join via computer, tablet or smartphone at Zoom.us or by clicking the link.

<https://us02web.zoom.us/j/82878944071?pwd=OVRrUXdiS0YvYWNIejJ3V2llankrQT09>

Join via phone: +1 312 626 6799; you will hear the meeting but not be able to see visual presentation.

Meeting ID: 828 7894 4071; Passcode: 67471454

Board of Trustees	Attended
<i>Name, Position Title, Year Board Term Expires</i>	
Jennifer Livingston, President, 2024	
Sarah Leinweber, Vice President, 2023	
Will Demet, Village Board Representative, n/a	
Ellie Gettinger, Member, 2022	
Claire Flannery, Member, 2023	
Sandy Saltzstein, School District Representative, 2023	
Erin Jelenchick, Member, 2024	
<b>Staff</b>	
Nyama Reed, Library Director	

Time	Item	Action Desired	1st	2nd	Pass
	CALL TO ORDER				
6:30	1. Statement of Public Notice	n/a			
6:30-6:31	2. Public Comment – limit to five minutes; the Board cannot discuss or act on any issue that is not duly noticed on the agenda.	n/a			
	TOPICS REQUIRING DISCUSSION & APPROVAL				
6:31-6:33	3. Minutes of Jan 25, 2022 meeting (JL)	Motion			
6:33-6:45	4. Finance Report Through Feb 18, 2022 (NYR)	Motion			
6:45-7:10	5. Cleaning Contract (NYR)	Motion			
7:10-7:20	6. Annual Report to DPI (NYR)	Motion			
	TOPICS REQUIRING DISCUSSION ONLY				
7:20-7:40	7. Starting Wages - Update (NYR)				
7:40-8:00	8. Informational Items (NYR)	Discuss			
	ADJOURNMENT	Motion			

**IMPORTANT DATES**

Mar 7 & 21, Monday, 6:00 pm - Village of WFB Board of Trustees

Mar 16, Wednesday, 6:30 pm - Friends of the Library Board of Directors

Mar 22, Tuesday, 6:30 pm - Library Board of Trustees

LIBRARY BOARD MEETING  
 Minutes of January 25, 2022, 6:30 pm  
 Pending at February 22, 2022 Meeting  
 Location Zoom



<b>Board of Trustees</b>	<b>Attended</b>
<i>Name, Position Title, Year Board Term Expires</i>	
Jennifer Livingston, President, 2024	X
Sarah Leinweber, Vice President, 2023	X
Will Demet, Village Board Representative, n/a	absent
Ellie Gettinger, Member, 2022	X
Claire Flannery, Member, 2023	X
Sandy Saltzstein, School District Representative, 2023	X
Erin Jelenchick, Member, 2024	X
<b>Staff</b>	
Nyama Reed, Library Director	X

<b>Item</b>	<b>Action Desired</b>	<b>1st</b>	<b>2nd</b>	<b>Pass</b>
<b>CALL TO ORDER 6:32 pm</b>				
1. Statement of Public Notice	n/a			
2. Public Comment – limit to five minutes; the Board cannot discuss or act on any issue that is not duly noticed on the agenda.	n/a			
<b>TOPICS REQUIRING DISCUSSION &amp; APPROVAL</b>				
3. Minutes of November 30, 2021 meeting Motion to approve minutes as presented.	Motion	Saltzstein	Jelenchick	Unanimous
4. Finance Report Thru November 28, 2021 Motion to approve finance report as presented.	Motion	Flannery	Jelenchick	Unanimous
5. Creation of Anniversary Committee Trustees Leinweber and Gettinger volunteered to be Library Board representatives on the Anniversary Committee.  Motion to approve creation of an Anniversary Committee to: 1. Remain in effect for 2022 2. Plan events in 2022 3. Include members of the Library Board, Friends Board, Foundation Board, staff, and the community 4. With monthly updates provided at WFBPL Board meetings	Motion	Gettinger	Saltzstein	Unanimous
6. 2022 WFBPL Board of Trustees Meeting Dates Motion to approve meetings dates as amended from usual rotation.	Motion	Leinweber	Flannery	Unanimous
All Tuesdays at 6:30pm				
Jan 25	Jul 26			
Feb 22	Aug 23			
Mar 29	Sep 20			
Apr 26	Oct 25			
May 25	Nov 15			
Jun 28	Dec 13			

7. Closed Session	Motion	n/a	n/a	Unanimous
Roll Call In; Roll Call Out				
8. Library Director's Annual Review	Motion	Gettinger	Leinweber	Unanimous
<p>Director Reed received a satisfactory review. Public discussion included mention of positive relationship with staff and strong leadership during COVID. Recommendations for 2022 include working more desk shifts to stay in tune with library functioning; contacting Greater Milwaukee Foundation asap to ask for recommendation for fundraising professional</p> <p>Motion to: 1) Forward evaluation, as discussed, to Village Manager Paul Boening, Ellie, Sarah,</p> <p>Roll call to return to closed session to discuss merit bonus. Roll Call In; Roll Call Out. Motion to approve \$1,000 merit bonus to Director Reed for meritorious work in 2021. Forward to Village Manager Paul Boening. (Gettinger, Saltzstein, Unanimous)</p>				
TOPICS REQUIRING DISCUSSION ONLY				
9. Library Board Terms	Discuss			
<p>Trustee Gettinger agreed to serve another 3-year term. Library Board President Livingston will forward to Village Board President Buckley and Village Manager Boening.</p> <p>Discussion of Library Board Bylaws indicating the need to elect a new Vice President in June 2022, as Trustee Leinweber has surpassed the listed term limits.</p>				
10. Starting Wages	Discuss			
<p>Current wages for WFPL shelvers, circulation assistants, and reference assistants are significantly below market rate. Library Board instructed Director Reed to:</p> <p>1) Assess budget impact of raising wages 2) Talk with Village administration about the process for raising wages</p>				
11. Informational Items	Discuss			
Discussion of Department Reports as presented.				
ADJOURNMENT 7:59 pm	Motion	Saltzstein	Leinweber	Unanimous

REVENUE AND EXPENDITURE REPORT FOR WHITEFISH BAY PUBLIC LIBRARY

Fund 13 - Library Special Revenue Fund:		2021	END BALANCE	2022	YTD BALANCE	AVAILABLE		
	DESCRIPTION	BUDGET	12/31/2021	ORIGINAL	2/18/2022	BALANCE	% BDGT	
				% YTD: 15%	Above Target: 20%+	On Target:10- 19%	Under Target:9%-	
13-00000-41100	PROPERTY TAXES	700,833	700,833	716,744	-	716,744	0%	Loads after Audit
Taxes		700,833	700,833	716,744	-	716,744	0%	
Intergovernmental Revenue								
13-00000-43793	Library MCFLS RB P	58,518	58,754	30,949	-	30,949	0%	Ok
Intergovernmental Revenue		58,518	58,754	30,949	-	30,949	0%	
	Set Revenue	759,351	759,587	747,693	-	747,693	0%	Ok
			236					
Fines, Fees, Penalties								
13-00000-45209	LIBRARY FINES	20,000	20,513	20,000	3,780	16,220	19%	4th Qtr MCFLS Check
13-00000-45210	Library Replacement	800	155	50	12	38	24%	
13-00000-45224	LIBRARY DAMAGE F	2,500	1,045	1,000	42	958	4%	Will investigate
Fines, Fees, Penalties		23,300	21,713	21,050	3,834	17,216	18%	
			(1,587)					
Public Charges for Services								
13-00000-46712	LIBRARY ROOM RE	4,000	225	1,000	246	754	25%	Great
13-00000-46713	LIBRARY COPY AND	4,000	2,419	2,000	474	1,526	24%	Great
13-00000-46714	LIBRARY DVD RENT	2,500	-	-	81	(81)		Recode
Public Charges for Services		10,500	2,644	3,000	801	2,199	27%	
			(7,856)					
Miscellaneous Revenue								
13-00000-48501	LIBRARY DONATION	2,000	3,494	2,000	2,225	(225)	111%	End of year OB Campaign
13-00000-48901	MISC REV	-	616	-	-	-		
Miscellaneous Revenue		2,000	4,110	2,000	2,225	(225)	111%	
			2,110					
13-00000-48504	Restricted Donation -	-	(1,153)	-	-	-		
13-00000-49600	BALANCE ADJUST	-	-	28,599	-	-	0%	Ok
Unclassified		-	(1,153)	28,599	-	-	0%	
	Variable Revenue	35,800	27,315	54,649	6,859	19,191	13%	Great
			(8,485)					
<b>TOTAL REVENUES</b>	<b>All Revenue</b>	<b>795,151</b>	<b>786,902</b>	<b>802,342</b>	<b>6,859</b>	<b>795,483</b>	<b>1%</b>	
			(8,249)					
Fund 13 - Library Special Revenue Fund:		2021	END BALANCE	2022	YTD BALANCE	AVAILABLE		
	DESCRIPTION	BUDGET	12/31/2021	ORIGINAL	2/18/2022	BALANCE	% BDGT	
				% YTD: 15%	Above Target: 20%+	On Target:10- 19%	Under Target:9%-	
Dept 93000 - LIBRARY SALARIES								
13-93000-50100	Salaries	469,895	451,529	480,661	55,541	425,120	12%	
13-93000-50150	FICA Tax	35,947	34,356	36,771	4,175	32,596	11%	
13-93000-50160	Health/Dental Insuranc	41,140	41,834	44,777	3,763	41,014	8%	
13-93000-50161	Health Insurance Dec	1,075	270	1,290	60	1,230	5%	
13-93000-50170	Retirement Contributi	21,920	22,602	21,957	2,635	19,322	12%	
13-93000-50180	Group Life Insurance	612	773	828	137	691	17%	
Total Dept 93000 - LIBRARY SALARIES		612	-	828	-	828	0%	
		571,201	551,365	587,112	66,313	520,799	11%	
			19,836					
Dept 93200 - LIBRARY ADM EXP								
13-93200-50190	Training/Meetings/Tra	2,450	5,547	4,500	200	4,300	4%	
13-93200-50191	Membership Dues	980	1,156	980	363	617	37%	Ok
13-93200-50194	Personnel Related Ex	735	485	735	225	510	31%	Ok
13-93200-50200	Professional/consultin	-	3,915	-	-	-		
13-93200-50220	Attorney Contract	-	6,336	-	-	-		
13-93200-50250	Utilities	42,140	41,349	42,140	5,251	36,889	12%	
13-93200-50251	Telephone/Internet	9,800	6,297	8,000	433	7,567	5%	
13-93200-50300	Office Supplies	2,548	2,046	2,000	286	1,714	14%	
13-93200-50301	Printing/Publishing/C	1,470	590	1,470	-	1,470	0%	
13-93200-50302	Postage	196	15	200	-	200	0%	

REVENUE AND EXPENDITURE REPORT FOR WHITEFISH BAY PUBLIC LIBRARY

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	DESCRIPTION	BUDGET	12/31/2021	ORIGINAL	2/18/2022	BALANCE	% BDGT	
				% YTD: 15%	Above Target: 20%+	On Target:10- 19%	Under Target:9%-	
13-93200-50303	Covid Supplies	-	1,004	-	303	(303)		
13-93200-50360	Building Maintenance	9,800	6,167	9,800	375	9,425	4%	
13-93200-50760	Sales Tax	490	118	200	29	171	15%	
Total Dept 93200 - LIBRARY ADM EXP		72,630	75,024	70,025	52,075	62,560	74%	
			(2,394)					
Dept 93300 - LIBRARY EQUIPMENT								
13-93300-50240	IT Support Contract S	13,471	15,388	17,000	538	16,462	3%	
13-93300-50311	Copier Maintenance/f	2,940	2,537	2,500	133	2,367	5%	
13-93300-50312	Material Processing/F	3,920	2,173	3,000	1,943	1,057	65%	RFID Tags
13-93300-50350	Maintenance Service	24,500	27,088	27,000	4,512	22,488	17%	
13-93300-50351	Custodial Supplies	2,940	1,465	2,000	243	1,757	12%	
13-93300-50400	MCFLS Supplies	1,470	2,117	1,470	-	1,470	0%	
Total Dept 93300 - LIBRARY EQUIPMENT		49,241	50,768	52,970	7,368	45,602	14%	
			(1,527)					
Dept 93400 - LIBR PROG/SERVICES								
13-93400-50401	MCFLS Membership	22,000	21,716	22,235	20,915	1,320	94%	Ok
13-93400-50402	Programs - Adult	700	119	-	-	-		
13-93400-50403	Programs - Children	700	38	-	-	-		
13-93400-50415	Programs - Young Ad	700	-	-	-	-		
Total Dept 93400 - LIBR PROG/SERVICES		24,100	21,873	22,235	20,915	1,320	94%	
13-93500-50413			2,227					
Dept 93500 - LIBRARY COLLECTION								
13-93500-50410	Library Collection Ma	80,000	79,816	70,000	15,784	54,216		
	Adult Movie Collectio	-	-	-	410	-		
	Fund 22	31,000	26,448	31,000	-	31,000		
	Total	111,000	106,264	101,000	16,194	84,806	16%	
Total Dept 93500 - LIBRARY COLLECTION		80,000	79,816	70,000	16,194	54,216		
			184					
<b>TOTAL EXPENDITURES</b>		<b>797,172</b>	<b>778,846</b>	<b>802,342</b>	<b>23,317</b>	<b>779,025</b>	<b>3%</b>	
			18,326					
Fund 13 - Library Special Revenue Fund:								
TOTAL REVENUES		795,151	786,902	802,342	6,859	795,483	1%	
TOTAL EXPENDITURES		797,172	778,846	802,342	118,256	684,086	15%	
NET OF REVENUES & EXPENDITURES		(2,021)	8,056	-				
BEG. FUND BALANCE		65,416	65,416	73,472				
END FUND BALANCE			73,472	73,472				
Fund 22 - Library Expansion Fund								
TOTAL REVENUES		2,021	150					
TOTAL EXPENDITURES		31,000	26,448	31,000	15			
NET OF REVENUES & EXPENDITURES			(26,298)					
BEG. FUND BALANCE		159,163	159,163	132,865		(25,000)	(31,000)	
END FUND BALANCE			132,865	To be deducted \$25k to Founda		107,865	76,865	

To: Whitefish Bay Public Library Board of Trustees  
From: Nyama Y. Reed, Library Director  
Date: February 22, 2022 Meeting  
Re: Cleaning Contract



WFB Library Mission Statement

*The Whitefish Bay Public Library, as a cornerstone of the community, is dedicated to connecting all people, inspiring a love of learning and providing access to ideas, information and resources.*

Background

WFBPL has contracted with the same company for cleaning services since 2018. Consistent quality has been an issue during that time, with multiple new crews and repeated retraining. Quality has suffered significantly in the last year, to the point that Director Reed gave notice of termination of the contract.

Clean Source LLC was highly recommended by two neighboring library directors; "We have been using Clean Source for years and this is truly the cleanest library I've seen." Director Reed obtained a quote from Clean Source.

Analysis

WFBPL's current contract totals \$27,000 per year for cleaning every day we are open. Clean Source's quote totals \$32,550; \$5,550 more than budgeted for 2022. Since the earliest the transition could be made would be March or April, estimated 2022 overage would be \$4,163-\$4,625.

Given the conservative budget in place for 2022, it is uncertain whether WFBPL could absorb that increase from current operating budget. Rather, approved use of Fund 13 Fund Balance would be needed to move forward with changing cleaning companies.

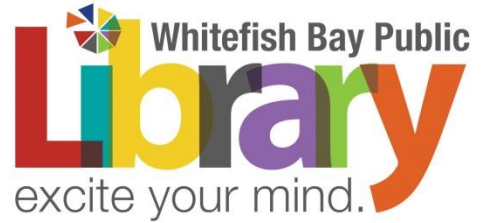
Fund 13 Fund Balance started 2022 with \$73,472. The approved operating budget includes use of \$28,599, leaving a planned ending balance of \$44,783. If the cleaning contract exceeds budget by \$4,625, Fund Balance would potentially end 2022 at \$40,248.

In 2015, Fund Balance was approximately \$63,000 and the RFID conversion project was approved from Fund Balance. From 2016-2020, Fund Balance has ranged from approximately \$42,000-\$49,000. During COVID, Fund Balance has risen to \$73,472.

If Fund Balance is used to cover an overage in the cleaning contract for the remainder of 2022, the full cost will be included in the 2023 Library budget submitted to the Village.

Recommendation

It is recommended the WFBPL Board of Trustees approve usage of Fund 13 Fund Balance to cover the difference in the budgeted cleaning contract and the new quoted contract for Clean Source, LLC.



To: Whitefish Bay Public Library Board of Trustees  
 From: Nyama Y. Reed, Library Director  
 Date: February 22, 2022 Meeting  
 Re: Starting Wages - Update

WFB Library Mission Statement

*The Whitefish Bay Public Library, as a cornerstone of the community, is dedicated to connecting all people, inspiring a love of learning and providing access to ideas, information and resources.*

Background

At the January 25, 2022 Library Board meeting the Board of Trustees instructed Director Reed to:

- 1) Investigate budget impacts of increasing wages
- 2) Discuss funding of increased wages with Village Manager Boening

Discussion

As discussed at the January 25 meeting, WFBPL currently has the lowest starting and actual wages of the four north shore area libraries, often within all of MCFLS.

<b>Avg of 4 NS Area Libraries</b>	<b>Shelver</b>	<b>Circ Asst</b>	<b>Intern/ Ref Asst (BA)</b>	<b>Librarian (MLIS)</b>	<b>Head of Circ Services (BA)</b>	<b>Head of Adult Services (MLIS)</b>	<b>Head of Youth Services (MLIS)</b>	<b>Director (MLIS)</b>
Avg Low	8.82	12.19	15.93	21.80	23.26	25.96	26.22	35.14
Avg High	10.07	14.03	17.32	26.68	26.73	27.97	28.23	41.14
WB Low %	82%	86%	91%	92%	103%	104%	103%	118%
WB High %	94%	90%	89%	103%	89%	97%	96%	101%
Suggested	9.00	14.00	16.00	21.00	n/a	n/a	n/a	n/a

If all current employees were adjusted as suggested in the table above, additional wage costs would total approximately \$22,000. 2022 approved wages are \$480,661.

Director Reed discussed the potential to include a wage increase in the 2023 budget cycle with Village Manager Boening, who expressed that based on the data presented it is a viable option.

Next Steps

- 1) As the 2023 budget cycle process draws near, discuss with Village administration the best process for:
  - a. Approving wages increases effective 1/1/2023 for staff
  - b. Including increased wages in 2023 budget cycle.

To: Whitefish Bay Public Library Board of Trustees  
From: Nyama Y. Reed, Library Director  
Date: February 22, 2022 Meeting  
Re: Annual Report to DPI



WFB Library Mission Statement

*The Whitefish Bay Public Library, as a cornerstone of the community, is dedicated to connecting all people, inspiring a love of learning and providing access to ideas, information and resources.*

Background

Each year public libraries submit an annual report to WI's Department of Public Instruction. The Board approved and signed report is to be sent to MCFLS by March 1. However, the online system is experiencing glitches which is interfering with the ability to complete the report properly.

In the hopes of submitting a signed report by March 1, MCFLS suggested libraries ask their Boards to approve allowing the President to sign the annual report as soon as it is finalized. Director Reed would then present the report at the next Library Board meeting. If the Board requests any revisions, we can submit a revised report.

Recommendation

It is recommended the WFBPL Board of Trustees approve President Livingston, or Vice President Leinweber in President Livingston's absence, to sign the 2021 Annual Report to DPI once it is finalized.



To: Whitefish Bay Public Library Board of Trustees  
From: Nyama Y. Reed, Library Director  
Date: February, 2022 Meeting  
Re: Department Reports s



Director (Reed)

1. Building – Regular maintenance is occurring per schedule.
2. Village – Discussion of potential uses of ARPA funds is ensuing.
3. Friends – Friends will discuss and approve 2022 allocation to WFPL at the March 16 meeting.
4. LDAC/MCFLS
  - a. Annual Reports for each library are being completed. However, the online system is experiencing glitches that makes it difficult to accurately complete the reports.
  - b. MCFLS is investigating the possibility of working with multiple libraries to obtain a joint copier bid. WFBPL asked to be included in this process, rather than pursuing our own quote.
5. Community Outreach - Finalizing details with Bay Bridge and League of Women Voters to host an online candidate forum for Village Board and School Board candidates.
6. Foundation
  - a. Finalized wording of Greater Milwaukee Fund agreement
  - b. Trustee Flannery and Director Reed meet via zoom with fundraising consultants. We are awaiting a proposal for a feasibility study and campaign costs.
  - c. Director Reed is developing draft wording to post for volunteers to:
    - i. Fill open Board position
    - ii. Start developing list of supporters for future campaign
7. Anniversary Committee
  - a. Committee Members so far:
    - i. Foundation Board Director Jill Fink
    - ii. Library Board Trustees Ellie Gettinger and Sarah Leinweber
    - iii. Friends of the Library representative is TBD. Director Reed will reach out to the recommended member this week.
  - b. Next steps
    - i. Ask staff if they are interested in working on the committee
    - ii. Generate recommendations for a couple community members
    - iii. Friends of WFBPL indicated interest in funding anniversary event(s).
8. COVID
  - a. As of Friday 2/18, WFB's Burden was 260 and NS Total Burden is 264, plus the MKE CO COVID Dashboard's Key Indicators are now 2 green and 2 yellow.
  - b. The Library Leadership Team settled on removing the mask requirement once Burden is below:
    - i. Patrons: 500 for WFB and NS Total
    - ii. Staff: 250 for WFB and NS Total
  - c. This new guideline aligns well with patterns since vaccinations became available last year. We will use this metric to re-implement mask requirements when/if numbers surge again.

Adult Services (Lenski)

**Take and Makes**

Adult Services will be doing Take and Makes for the winter months. In January we put together kits to make DIY coasters. We handed out a total of 50 kits.

## **Collection Development**

Since we've started a new calendar year, we began another weeding project. Weeding refers to discarding older titles in the collection to make room for new items. We use a number of qualifiers when deciding what to discard. Some things we take into consideration when weeding is: last time item checked out, age of book, and condition. We've started weeding in the adult nonfiction collection.

## **Winter Reading Program**

For the second year in a row the library is hosting a winter reading program for all ages (including adults) that runs from January 3 – February 28. For every 2 hours that patrons read, they earn a ticket (up to 24 hours). If they write reviews for the books read, they earn additional tickets. Tickets can also be earned for completing some tasks, such as following the library on social media. Tickets can be used to enter into a drawing for a gift card from some area businesses.

## Circulation Services (Hoge)

### **Staffing**

Our two new shelvers have been trained and are working their regular schedules.

### **Technology**

We received a grant through the ECF (Emergency Connectivity Fund) for 5 laptops that will be available for patrons to check out for a 7-day loan period. ECF will provide \$400/laptop and the rest of the cost will be covered in our Technology Budget for 2022. We are working with MCFLS to update the grant request with this year's new laptop model available through our vendor relationship with Dell.

MCFLS has received shipment of 5 Dell Workstations we recently purchased. Our MCFLS Network Administrator is configuring these at the MCFLS offices and then he will be on-site to install 4 of these in the Adult Services wing. The 5<sup>th</sup> workstation will either be added as an additional public computer in Adult Services or it will replace the older HP workstation currently being used on the Youth Services side for homework printing.

We recently purchased an external DVD drive which patrons can check out for in-library use with one of our laptops or their own personal laptop.

### **MultiFactor Authentication for Outlook Email Access**

The staff at the library access our work email on the Village of Whitefish Bay server using remote access. The Village is moving to Multi-Factor Authentication using a mobile app called Duo when any village staff (including library staff) access the server remotely. This goes in to effect Tuesday, February 22<sup>nd</sup>.

Library staff with village email accounts will need to have their mobile device with them in order to sign in to their library email at work or at home. I have been using Duo since early February as a part of the pilot, and have found it to be easy to use.

### **ILS Task Force Committee**

The ILS Task Force determined that we would not continue to consider Carl X (The Library Corp) and Polaris (Innovative) due to large gaps in functionality in key areas.

We are continuing to investigate Sirsi Dynix's Symphony/BlueCloud and hope to set up virtual or onsite meetings with staff at Kenosha Public Library who use Symphony/BlueCloud as their ILS.

### **Mobile App Review Committee**

I am participating on the MCFLS Mobile App Review Committee that is looking for a replacement for our current library system mobile app from Communico. We've had the Communico app since 2019, but have found that it has a number of functionality deficits that the vendor is not willing to fix for us. I'll be assisting

MCFLS staff by reviewing other options that they have already vetted along with testing the app chosen on my own device during implementation.

#### Youth Services (Kiekhaefer)

##### **February & March Programming**

We set a new non-summer record with our Valentine's Day themed Take and Make, giving out 137 kits (and going through 75 in less than an hour during the morning pick-up.) We are offering two more Take and Makes in February and March.

Zoom storytimes are continuing to be a draw on Monday mornings and I still have parents and caregivers thanking me for the Facebook storytimes. Those will continue into spring.

We introduced a new program in February and I'm hopeful it will fill a need for a lot of families in our community. Taylor is going to be running an evening Zoom storytime every other Tuesday. We've long had patrons ask for evening storytimes (pre-pandemic) especially parents who worked outside of the home, and we've never had a great turnout when we tried in person storytimes. Doing this on Zoom allows parents to attend a storytime without needing to pack up their kids, go to the library and then hurry home to get the kids started on their bedtime routine. With this new program, they still get an interactive storytime from the comfort of their own home. The first meeting had good attendance, and we'll continue to promote it.

##### **Collection Development and Book Displays**

Taylor is continuing to weed the biographies. She also created a book display for Black History Month.

##### **Services Update**

After removing the toys from the children's area in March 2020, we are slowly but surely returning them to the area. We added puzzles back to the area mid-February and we'll continue to monitor how this goes, with the goal of bringing back more toys.



