

OWLS Director Report

March 18, 2021 OWLS Board of Trustees Meeting

OWLS and COVID-19

Eleven of thirteen OWLS staff continue to work from home most of the time in accordance with CDC guidelines that recommend remote work whenever possible. I have implemented a staggered schedule that allows OWLS staff to work at the office more often if they choose to. Sorting continues in APL's meeting rooms. The Appleton health department has interpreted category 1B to include library staff as more vaccine has become available. OWLS staff were included and have the opportunity to receive a COVID-19 vaccine on March 18th.

Libraries and COVID-19

OWLS hosts monthly online Directors Chats, and I hold weekly online office hours. Library service levels are under the control of local library boards, so service levels vary based on local conditions. OWLS member libraries report service levels as follows (as of 3/15/21):

- Closed: 0 libraries
- Curbside only: 3 libraries (BCL, HPL, MAN)
- Open doors; limited service, restricted access: 8 libraries (CPL, FPL, LIT, NLP, SCA, SEY, WAU, WEY)
- Browsing/lingering permitted with greater access: 6 libraries (APL, IVL, KAU, KIM, MAR, SHI)
- Fully restored: 0 libraries

CE Scholarships Report

For several years, the annual budget for continuing education scholarships has been \$7,000. Of that total, \$3,500 is paid directly to APL for use toward staff professional development as indicated in the Resource Library Agreement. The remaining \$3,500 is distributed to directors, staff, and library trustees of other OWLS member libraries in accordance with the CE scholarships policy. OWLS trustees and Fox Valley Literacy staff are also eligible. Scholarship funding was not well used in 2020 because most conferences and in-person workshops were cancelled or moved online. The following scholarships were distributed in 2020:

Appleton Public Library	Resource Library Agreement	\$3,500.00
Muehl Public Library	Association of Rural and Small Libraries Conference attendance	\$65.00

Hortonville Public Library	Association of Rural and Small Libraries Conference attendance	\$65.00
Clintonville Public Library	Participation in WILS Strategic Planning Cohort	\$937.50
	TOTAL	\$4,567.50

Fund Balance Committee

Given the work required to move the facilities project forward quickly in April and May, I propose delaying the work of the fund balance committee until the second half of the year.