

*****ATTACHMENTS*****

Minutes
Mead Public Library
Board of Trustees
April 23, 2020

A meeting of the Mead Public Library (MPL) Board of Trustees was held on Thursday, April 23, 2020 in the City Hall Common Council Chambers. The following Board of Trustees members were present: Board President Maeve Quinn. Trustees attending remotely: Meg Albrinck, Chris Campe, Alderperson Mary Lynne Donohue, Marcos Guevara, Nancy Mannchen, Vice-President Kathie Norman, Sherry Speth and Kyle Whelton. Staff members present: Director Garrett Erickson. Staff attending remotely: Business Manager Debbie DeAmico, Administrative Assistant Sydney Mehn, Support Services Manager Cheryl Nessman and Public Services Manager Melissa Prentice.

1. OPENING OF MEETING:

- 1.1 CALL TO ORDER AND DETERMINATION OF QUORUM – MAEVE QUINN, PRESIDENT. Quinn called the meeting to order at 3:11 p.m. She determined there was a quorum present. Roll call present were: Campe, Donohue, Guevara, Mannchen, Norman, Quinn, Speth and Whelton.
- 1.2 PLEDGE OF ALLEGIANCE. Quinn led the Pledge of Allegiance.
- 1.3 PUBLIC COMMENT [5 PEOPLE AT 5 MINUTES EACH] (PLEASE SIGN IN PRIOR TO MEETING). There was no public comment.
- 1.4 APPROVAL OF MINUTES. Whelton **moved** to approve the minutes from the April 2, 2020 meeting, Donohue **seconded** the motion. The motion **passed**.
- 1.5 CORRESPONDENCE, ANNOUNCEMENTS AND COMMON COUNCIL REPORTS
Quinn reported that the deadline for applying for the Poet Laureate position is April 30th. She also reminded board members that elections would be held next month and we would be appointed one new board member in replacement of former board member John Motiska.
- 1.6 NATIONAL LIBRARY WEEK – APRIL 19-25 Quinn reported that this week is National Library Week and made the following statement:

This is [National Library Week](#) (April 19 - 25, 2020). It is a time to celebrate the contributions of our nation's libraries and library workers and to promote library use and support.

From free access to books and online resources for families.... to library business centers that help support entrepreneurship and retraining...to educational and enriching programming...libraries offer opportunity to all.

Interestingly...The theme for National Library Week 2020 is "Find Your Place at the Library," and it was chosen last year before the emergence of the Covid-19 global pandemic.

Hence, it was altered to "Find the library at YOUR place". (clever librarians...changing the order of the words!)

As the impact of the COVID-19 crisis continues to evolve and change the work of libraries and library workers, libraries are proving resourceful and resilient, serving as a rich pipeline for content, delivering access to ebooks, movies, music, video games,

virtual story times and activities, and so much more. We are so very grateful for the creativity and tenacity of our talented library staff at Mead Public Library.

2. ITEMS FOR DISCUSSION AND POSSIBLE ACTION:

- 2.1 BULLETIN BOARD POLICY Erickson discussed the updated bulletin board policy, noting the simplified text and change in wording to provide staff better guidance on acceptable and unacceptable items for posting. Mannchen suggested the addition of “approval by designee” from the current version. Whelton **moved** to approve the updated bulletin board policy with one addition, as noted. Mannchen **seconded**. The motion **passed**.
- 2.2 APPROVE CIP PROJECTS Erickson reported on the updated quote for the materials return room, noting that the cost of the bid had gone up more than double due to additional venting and heating requests. Completion for the project would be approximately 1 month. Norman **moved** to approve the bid for \$34,427 for renovations to the material room. Whelton **seconded**. The motion **passed**. Erickson next discussed the 2020 – 2024 CIP requests for the city, noting the HVAC phase 3 funding for 2021. Whelton **moved** to approve Erickson requesting CIP funds from the city as noted. Campe **seconded**. The motion **passed**.
- 2.3 DISCUSSION OF SERVICES OFFERED Erickson began the discussion by updating the board on the extended stay-home order from Governor Evers. He shared the DPI’s interpretation of the order, and noted the allowance for curbside pickup options for libraries. He next presented a proposal that had been drafted by Prentice and Nessman for implementing this type of service at Mead. Services would begin on Monday, May 4th, with returns beginning 2 weeks later, pending arrival of PPE items. Each board member was given an opportunity to express their thoughts/concerns regarding the plan. One concern that arose was regarding the process for returned material handling. Another concern was for the safety and comfort of the staff. Prentice clarified that this checkout process would be only books, and only items that are available at Mead, nothing from Monarch. We would also be utilizing the sanitization room once complete, and hoping to phase returns back in as slowly as possible. She further reported that staff involvement in this proposed plan is entirely voluntary and is only for staff who are willing and comfortable with it. Nessman included that they DO anticipate an overwhelm of returning materials, and that it really can’t be avoided. It is a nation-wide concern. She noted that staff would be required to wear proper PPE, and that we have an order in for masks, gloves and gowns. One question arose about how patrons would be verified for their materials. Prentice responded that they will be required to give a name and a library card number. There will also be markers and visual cues in place to help avoid congregation of patrons all in one area.

Donohue left at 4:00

Nessmann noted that they are continuing to work on a plan for safely handling returned items. They are waiting for the PPE to arrive before they would begin accepting returns. Speth questioned how much the PPE would cost, and where the money would be coming from. Erickson responded that there is a pool of federally funded money, however it is unclear when and if it would be available to us. Otherwise, we would have the option to order items through the county at cost. Whelton **moved** to approve the presented curbside pickup proposal. Mannchen **seconded**. The motion **passed**. Whelton next **moved** to approve the safety guidelines for returning materials beginning May 11 or May 18, dependent on PPE arrival. Norman **seconded**. The motion **passed**.

3. DIRECTOR'S REPORT

- 3.1 UPDATE ON SERVICES AND PROGRAMMING Prentice reported on current services and programming. Most programs are currently being live streamed or recorded and posted to Facebook. Lil' Rev classes have continued weekly with an average of 90 attendees for live sessions and more for the recordings. Storytime and Rhymetime are being offered weekly as well, averaging about 50 participants each. Staff are currently looking at summer programming, attempting alternate methods of delivery rather than just on Facebook. It will be dependent on restrictions being lifted. Staff are also looking ahead to fall to try to get creative with programs and delivery methods.
- 3.2 UPDATE ON BUILDING PROJECTS Nessmann reported that the catalogers are now working part-time onsite, getting new materials entered and removing weeded items. She further reported that there is a lot of various projects to the building, including painting, carpeting, updates to bathrooms, updates to water fountains and updated fireplace inserts. She gave kudos to Chase, IT Specialist for the expansion of our wifi access, reporting that it goes out almost as far as the bus stop on the corner.
- 3.3 MONTHLY STATISTICS Erickson spoke regarding the stats, noting that they would be significantly low this year of course. He did report however that the e-content stats had more than doubled.

4. LIAISON REPORTS

- 4.1 MONARCH LIBRARY SYSTEM – NANCY MANNCHEN Mannchen reported that the last update from Monarch had been two weeks prior, a note from Jennifer Chamberlain praising libraries for what they've been doing despite the pandemic. Mannchen further reported that unfortunately Jennifer Chamberlain had accepted another position with WiLS, which is now a non-profit. She will finish out her 6-month contract and then will be finished at Monarch. A hiring committee will be formed to begin the search for a new director. Lastly, Mannchen reported that there would be a webinar from IFLS and DPI on May 14th entitled "Top 10 tips to educate your board" that she would be watching.

5. UPCOMING MEETINGS

- 5.1 LIBRARY BOARD OF TRUSTEES – (5/28/20 @ 3:45pm)

6. ADJOURN

- 6.1 MOTION TO ADJOURN Albrinck **moved** to adjourn the meeting, Whelton **seconded**. The motion **passed**.

Being no further business, the meeting adjourned at 4:34 p.m.
Generated by Sydney Mehn on Tuesday, April 28, 2020.

Code of Conduct

Mead Public Library is committed to providing excellent customer service in a safe and inviting atmosphere conducive to the use of the library spaces and resources. Staff and library patrons share responsibilities to ensure this atmosphere is maintained at all times. The following guidelines are set forth to define those behaviors and activities that are and are not allowed on library property. Library staff will enforce these guidelines in a consistent and impartial manner.

The following behaviors and activities are examples of conduct not allowed on Library property:

- All illegal activities
- Entering with concealed or openly visible firearms or other dangerous weapons, with the exception of those carried by authorized law enforcement agents
- Damaging, defacing, destroying, or stealing library materials, equipment, and property
- Carrying, consuming, and/or being under the influence of drugs or alcohol
- Harassing or threatening another person or staff
- Behaving in a disorderly manner
- Displaying obvious signs of infectious disease during a pandemic or epidemic without taking precautions to limit others' exposure.
- Panhandling or soliciting
- Using library restroom facilities for inappropriate purposes such as loitering, bathing, etc.
- Smoking or use of electronic smoking devices in the library building and within 25 ft. of the main entrance outside the building
- Loitering or interfering with free passage
- Using cell phones, audio, or personal equipment in a manner that disturbs others or interferes with library use and service
- Violating computer use policies
- Bringing animals into the library except for persons with disabilities as defined by the Americans with Disabilities Act (ADA).
- Refusing to provide library card or other identification to library staff when requested.
- Leaving children under the age of 10 unattended by a responsible person
- Trespassing on library property during a banning period.

Members of the public shall not enter the building unless fully clothed including, but not limited to, a shirt or other covering of their upper bodies and shoes or other footwear. Persons whose bodily hygiene is so lacking as to constitute a nuisance or health hazard to other members of the

public or to the staff and create an impediment to the use and/or the provision of Library services and so shall be required to leave the building.

Anyone who disregards the above-listed prohibited behaviors or engages in any other conduct deemed inappropriate by Library staff is subject to removal from library property and/or restriction of library privileges. Violations of the Mead Public Library Code of Conduct may also result in a formal banning from Mead Public Library and/or criminal prosecution.



System Resource Library Agreement Between Monarch Library System and Mead Public Library January 2021 – December 2021

Revised May 14, 2020

This agreement is entered into by the Board of Trustees, Mead Public Library (LIBRARY) and the Board of Trustees, Monarch Library System (SYSTEM) under the authority of [Wisconsin Statutes Section 43.16](#) and [66.0301](#) as amended.

WHEREAS, the Mead Public Library is legally established, lies within a participating county of, and is a member of the Monarch Library System, and

WHEREAS the Mead Public Library meets the statutory requirements to serve and to be compensated for its services as the resource library in the Monarch Library System, and

WHEREAS, the Monarch Library System is organized as a federated library system to provide improved services to libraries and residents of Dodge, Ozaukee, Sheboygan and Washington counties, and

WHEREAS, the Monarch Library System reviewed Resource Library Services with its member libraries in 2016 based on information collected by the shared library automation system, now

IT IS THEREFORE AGREED, by the Mead Public Library and the Monarch Library System:

That the Mead Public Library shall serve as the Resource Library of the Monarch Library System and the provisions contained in this contract shall cover the period of **January 1, 2021 – December 31, 2021**.

That the Mead Public Library agrees to provide staff, space and support to meet the library system service requirement [\[Wis. Stat. 43.24\(2\)\(b\)\]](#), as well as additional mutually agreed upon services including:

- sharing expertise, training and documentation of traditional library functions such as collection development and acquisitions, readers advisory, reference and information literacy, youth and adult services, and shared electronic collections such as Overdrive, Gale Courses, and RB Digital.
- selecting and purchasing for shared collections: acquiring a physical in-demand collection to reduce system hold times, building specialized nonfiction collections to enhance breadth, and supporting a shared e-book and e-audio collections by providing technical support and fiscal management.
- testing or trialing new products or services beyond the current scope of the consortium that provide innovative solutions to member libraries. Sharing training documentation and workflows for new resources acquired by the system.
- offering subject experts to consult with member library staff in areas such as marketing/public relations, strategic planning and board relations, human resources, financial services, technology, volunteer management, and facility security.
- participating as active contributors in system-wide communications including committees, meetups or forums, and other methods.

- reporting quarterly on services provided to the system and an accounting of funds expended.

That the Monarch Library System agrees to:

- communicate member library needs to the resource library on an annual basis and take the lead in renewing or modifying this agreement annually in March of each year.
- compensate Mead Public Library for collection development of popular materials to offset demand throughout the system.
- tap into expertise at Mead and help connect member libraries with subject experts.
- compensate Mead Public Library for selected professional and clerical services.
- Provide payment in the amount of \$100,000, and

That the Mead Public Library and the Monarch Library System will mutually exchange expertise in providing library services to member libraries, and

That the public records of the Mead Public Library and the Monarch Library System will be freely available to each other when requested, and

That the board of the Mead Public Library and the board of the Monarch Library System may jointly amend this agreement through formal resolution, and

That failure of the contracting parties to reach agreement for these services for the following year will by Wisconsin State Statute cause this agreement to automatically be extended, provided the Mead Public Library is a member of the Monarch Library System, and that both parties may ask the Division for Libraries and Community Learning to mediate the process pursuant to the aforementioned Wisconsin Statutes if an agreed upon resolution is not reached.

Compensation summary:

Item/Service	2021 Compensation
In Demand collection (books, DVDs, etc)	\$20,000
System Advantage e-book & e-audio holds reduction account (WPLC/Overdrive)	\$40,000
Specialized collections (nonfiction & reference)	\$20,000
Marketing or other professional consultation	\$5,000
Support staff (paying invoices, reporting, processing of materials)	\$5,000
Special projects (RFID, technology, etc)	\$10,000
TOTAL	\$100,000

Representing Mead Public Library

Representing Monarch Library System

Board President/Date Signed

Board President/Date Signed

Library Director/Date signed

System Director/Date signed

Mead Library Plan for Resuming Services

This plan is subject to change in order to adhere to new government guidelines and orders. Programs with more than 10 people are not recommended through June 30, pending trends and spikes, this may increase to 50 in July and/or August. Programs of 100+ people are not encouraged through Labor Day.

We are aligning our plan with [DPI Guidelines for Reopening WI Libraries](#)

Preparation Phase (about 1 week)

Library Hours & Staffing

- Library open to staff 6am to 6pm Monday-Friday
- Staff to work a portion of their weekly schedule at home and the rest at the library. Managers should stagger schedules and assign projects/training in order to adhere to group limits and reduce the chance of exposure to Covid-19.
- Staff must be listed as “essential employees” to be eligible to work at the library

Services

- [Organize curbside services](#) and train staff on process
- Train staff on proper way to interact with public to reduce exposure to Covid-19
- Cleanup expired holds & shelve books, call patrons who have active holds on the shelf to either schedule a pick up time or cancel holds.
- Continue offering virtual reference and programming
- Communicate changes to community, stress that we are NOT accepting returns at this time.

Cleaning and Preventative Measures Taken

- Only healthy staff should report for work.
 - If you have signs or symptoms of sickness, call in sick and do not report
 - If you are able to check your temperature daily prior to coming in, that would be ideal.
- Staff will be asked to wear gloves and masks, changing gloves often to avoid cross contamination.
- Regular handwashing
- Physical distancing between coworkers of at least 6 ft, ideally with separate workstations.

- Staff will resume preventative cleaning procedures

Mead Reopening Phase 1: Starting May 4, 2020

([Library Service Level 2](#) as outlined by DPI in coordination with [Badger Bounce Back Level “Safer at Home” through May 26](#))

Library Hours & Staffing

- Hours: curbside services available 10 am - 6 pm M-F and 10 am - 2pm Sat.
- Set up sneeze guards at public services desks and begin training staff on proper methods for interacting with patrons w/in the library to prepare for reopening.
- Some staff may still be working all or a portion of their scheduled hours from home, depending on work assignments.

Services

- Curbside services begin / returns not yet accepted
DPI Guidelines for returns:
 - Return of library materials. Allowable service options:
 - No returns allowed
 - Returns allowed; all returns are deposited in a controlled receptacle to ensure proper materials handling
 - Each library and system will determine its level of physical item service, handling, and delivery based upon its ability to abide by public health protocols for staff and patrons. Considerations for determining level of service include:
 - Availability of Personal Protective Equipment for staff
 - Ability to maintain proper physical distancing
 - Ability for all staff to be trained to adhere to public health protocols
 - Ability for library to properly quarantine materials prior to handling and distribution
- Continue offering virtual reference and programming

Cleaning and Preventative Measures Taken

- Only healthy staff should report for work.
 - If you have signs or symptoms of sickness, call in sick and do not report
 - If you are able to check your temperature daily prior to coming in, that would be ideal.
- Staff will be asked to wear gloves and masks, changing gloves often to avoid cross contamination.
- Regular handwashing
- Physical distancing between coworkers of at least 6 ft, ideally with separate workstations.
- Staff will continue preventative cleaning procedures

Mead Reopening Phase 2: May 26, 2020, end of Safer at Home

([Library Service Level 3](#) as outlined by DPI in coordination with [Badger Bounce Back Phase 1](#))

Doors may open under limited circumstances; specifics to be determined as guidance information is provided by DHS and the Office of the Governor. See WEDC [Guidance on Preparing Workplaces for COVID-19: Public Facilities](#)

Allowances/Restrictions:

- *Partial reopening*
- *Maximum gathering of 10 people per 1000 square ft*
- *Maintaining all personal health protocols including physical distancing of 6 feet*
- *Operate with minimal staff, continue to provide WFH option if possible*

Library Hours & Staffing

- Open hours to match current curbside hours: M-F 10-6; Sat 10-2
- Scheduling will depend on number of staff allowed to work in a room as well as which services are brought back online (remaining services may not all resume at once)
- Allow staff to continue working from home if there is work available
- Train Pages and Curb-Side staff on proper way to handle returns
- Train staff on proper way to interact with patrons to prevent spread of Covid-19
- Staff training on proper use, cleaning, and disposal of PPE provided by Sheboygan Fire Dept.

Services

- Allow patrons to return library items
- Resume home delivery. Properly package items before delivering and quarantine upon return and wear a mask when delivering. (Items can also be left outside or at desk at assisted living center-will have to check with the staff)
- Limit number of patrons in building and level of congregating within the library;
 - enforce distance guidelines by removing seating,
 - limiting number of available computers and lowering time limits on public computer usage.
- No use of meeting rooms, limit of 1 person per study room
- No high-touch shared use items available; such as print newspapers, pens/pencils, drinking fountains, or vending machines.
- 3rd floor remains closed during this phase; JV book bundles, craft kits, and SLP sign up will be available on the 1st floor.

- No in-person programs
- Continue offering virtual reference and programming

Cleaning and Preventative Measures Taken

- Sneeze guards/barriers in place at all public services desks
- PPE available for staff
- Patrons encouraged to wear masks while in building; provide cloth masks donated by Sheboygan County Mask Makers
- Rearranging staff work areas, service points, desks, self-checks, shelving as needed to allow for best traffic flow and monitoring of social distancing
- Apply floor signage to reinforce social distancing and to indicate traffic flows
- Resume daily disinfecting of public areas & nightly cleanings. Continue to disinfect staff work areas.

Mead Reopening Phase 3: Date TBD

([Library Service Level 4](#) as outlined by DPI in coordination with [Badger Bounce Back Phase 2](#))

Services may expand as statewide restrictions loosen; specifics to be determined as guidance information is provided by DHS and the Office of the Governor.

Allowances/Restrictions:

- *Open with best practices*
- *Maximum gathering of 50 people*
- *Maintaining all personal health protocols including physical distancing of 6 feet*

Library Hours & Staffing

- Begin expanding evening and weekend hours
- Allow all staff who are able to return to work to begin working their normal schedules
- If possible, allow those who cannot return to continue working from home.
- Reinforce training on how to safely work with public, keep library clean, and deal with returned materials

Services

- Resume most in-library services but limit participants to 50 or less while maintaining 6 foot distancing

Cleaning and Preventative Measures Taken

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Mead Reopening Phase 4: Date TBD

([Library Service Level 5](#) as outlined by DPI in coordination with [Badger Bounce Back Phase 3](#))

Services may be fully restored with some exceptions; specifics to be determined as guidance information is provided by DHS and the Office of the Governor.

Allowances/Restrictions:

- Fully open
- No maximum of people for a gathering
- Maintaining all personal health protocols EXCEPT physical distancing of 6 feet is no longer required

Preliminary 2021 Budget Fiscal Factors

	Revenues	Expenditures
General Fund (2020)	\$ 37,404,627	\$ (39,294,527)
<u>2021 Adjustments</u>		
Net new construction based on +\$28 million	\$ 280,000	
Levy Increase - TID 11 Close Out	\$ 128,334	
Change in Transportation Aids	\$ -	
Decrease in Transfer - Room Tax	\$ (68,855)	
Salaries/Benefits		\$ (590,983)
Health Insurance +4.5%		\$ (256,944)
Elections		\$ 75,000
Motor Vehicle Fund Charges +2.5%		\$ (42,554)
TID 11 Close Out Allocation	\$ 925,042	
IT Fund Charges +6%		\$ (58,351)
Adjusted	<u>\$ 38,669,148</u>	<u>\$ (40,168,359)</u>
Shortfall		\$ (1,499,211)
<i>(2019 Increase in General Fund reserves)</i>		\$ 1,741,561
 Debt Service Fund		
<u>2021 Adjustments</u>		
Change in debt service		\$ (130,010)
Decrease in Transfer - Room Tax	\$ (229,629)	
Shortfall		\$ (359,639)

5/21/2020

Type	Name	April 2019	April 2020	Monthly 2019 vs 2020	Year-to-date 2019	Year-to-date 2020	YTD 2019 vs 2020
Circulation Transactions	Adult Materials	29431	409	-99%	116274	75597	-35%
	Teen Materials	1164	20	-98%	4209	3237	-23%
	Children's Materials	14298	168	-99%	58236	39583	-32%
	Total Adult/Teen/Children's Materials	44893	597	-99%	178719	118417	-34%
Materials Shared With Other Libraries	Items provided to other libraries from Mead	5461	344	-94%	21994	14117	-36%
	Items received for Mead patrons from other libraries	6306	133	-98%	24801	17299	-30%
	Total Interlibrary Loans (Transits)	11767	477	-96%	46795	31416	-33%
E-Content Checkouts	Books and audiobooks (Libby, Hoopla, RB Digital)	5936	7881	33%	24653	27902	13%
	Music (Hoopla)	162	129	-20%	743	494	-34%
	Video (Hoopla, Kanopy)	726	1236	70%	3567	3320	-7%
	Magazines (RB Digital)	82	268	227%	481	774	61%
	Total E-Content Checkouts	6906	9514	38%	29444	32490	10%
Library Visits	Gate count	23119	0	-100%	93090	57527	-38%
Research Inquiries	Research Inquiries	2919	102	-97%	12364	9004	-27%
Internet Usage Provided	Library Workstation Sessions	3816	0	-100%	16134	8332	-48%
	Wireless Sessions	13269	1114	-92%	51081	17936	-65%
Number of Library Card Holders	Sheboygan Residents				32979	33515	2%
	Non-Sheboygan Residents				9101	8783	-3%
	Total Number of Library Card Holders				42080	42298	1%
Classes, Seminars, Workshops, Events	Children (0-11) Quantity	80	0	-100%	316	148	-53%
	Children (0-11) Participants	1977	0	-100%	8209	3041	-63%
	Teen (12-18) Quantity	4	0	-100%	22	8	-64%
	Teen (12-18) Participants	138	0	-100%	649	286	-56%
	Adult (18+) Quantity	63	1	-98%	201	126	-37%
	Adult (18+) Participants	1653	13	-99%	3957	1755	-56%
	Total number of Classes, Seminars, Workshops, Events	147	1	-99%	539	282	-48%
	Total number of Participants	3768	13	-100%	12815	5082	-60%
Conference Room Utilization	Rocca Meeting Room	32%	0%	-32%	32%	15%	-17%
	Loft Meeting Room	37%	0%	-37%	33%	20%	-13%
	2nd Floor Small Meeting Room	29%	0%	-29%	35%	20%	-15%
Study Rooms Utilization	Study Rooms Hours Used	462.5	0	-100%	1909	1156	-39%
	Percent Utilization	33%	0%	-33%	34%	20%	-14%
Volunteer Hours	Volunteer Hours	517.59	0	-100%	2556.34	1725	-33%

**Mead Public Library
Board of Trustees Finance Committee
Schedule of Meetings**

2020

January 23, 2020

April 23, 2020

July 23, 2020

November 19, 2020

2021

January 28, 2021

April 22, 2021

July 22, 2021

November 18*

Meetings are held at 3:00 p.m. on the 4th Thursday (except where noted) every 3 months (Quarter) or as needed in The Loft.

*Denotes a 3rd Thursday

**Mead Public Library
Board of Trustees
Schedule of Meetings**

2020

May 28

June 25

July 23

NO AUGUST MEETING

September 24

October 22

November 19*

NO DECEMBER MEETING

2021

January 28

February 25

NO MARCH MEETING

April 22

May 27

Meetings are held at 3:45pm on the 4th Thursday of each month (except where noted) in The Loft.

*Denotes a 3rd Thursday