

512 E. Lake Avenue · Monticello, WI 53570

Meeting: Monthly Library Board Meeting Date: Tuesday, April 13th, 2021 at 6:00pm

Meeting Leader: Stephen Scanlan Location: Virtually over Zoom

Zoom Details	https://us02web.zoom.us/j/82552143577		
Meeting ID	825 5214 3577		
Passcode	asscode 53570 (Hint: our zipcode)		
To Call in: Call: 312-626-6799 Enter ID: 825 5214 3577 Enter Passcode: 53570			

ATTENDANCE:

Participant	Present	Participant	Present
Ann DeNure		Janet Willman	
Renee Croushore		Stephen Scanlan	
Robert LaBarre		Katrina Linde-Moriarty	
Guests:			

AGENDA ITEMS:

Start Time	Topic	Lead(s)
6:00 PM	Call to Order/Roll Call	Scanlan
6:05 PM	Public Appearances and Citizen Comments (up to 30 min.)	Scanlan
6:10 PM	Approvals: Agenda, Minutes, Finance	Scanlan
	New Business	
6:25 PM	Annual Donation Investment/Use	Katrina
6:40 PM	Summer Library Program Update	Katrina
	Old Business	
7:00 PM	Revised Phased Reopening Guidelines	Katrina
7:05 PM	Director's Report: Village Update, Programming Update, SCLS Update, Finance Update	Katrina
7:20 PM	Adjourn	Scanlan
Next Meeti	ng: Tuesday, May 11th at 6:00 PM	WHEN THE PROPERTY OF THE PERSON OF THE PERSO

Item Descriptions for the Monticello Library Board Meeting

Call To Ord	ler/Roll Call			
24	called the m	neeting to orde	er at	
Roll Call:				
	Ann DeNure		Janet Willman	
	Renee Croushore		Stephen Scanlan	
	Robert LaBarre		Katrina Linde-Moriarty	
a .				
Guests:	-			
	20-1-111-111-111-111-111-111-111-11-11-11			
Agenda				
Motion: Appro	ove the agenda as set. (Or	with the follow	ving amendments)	
Discussion:		,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,	, (
1st:		2nd:		
		,		
Minutes				
Motion: Appro	ove the minutes from 3/9/	2021.		
Discussion:				
1st:		2nd:		
			5	
Finance Re	port			
Motion: Appro	ove the Finance Report as	given.		
Discussion:				
1st:		2nd:		



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New Business

Annual Donation Investment/Use

Reason: Annually, the library board evaluates the collection, investment, and/or use of donated funds for library projects. This discussion will brainstorm ideas for the year. Motion: Approve the recommended project budgets and investments of donated funds as presented: \$2,000 Budgeted for Sound Equipment \$3,000 Budgeted for Summer Library Program \$1,000 Budgeted for Patio Space \$55,000 Invested into the Library's South Central Library System Foundation Fund Discussion: Vote outcome: ____ Reason: Every year the library puts together a season long program to keep the community engaged and

Summer Library Program Update

working towards life-long learning goals. The director will present on the plans for 2021. Discussion:

Old Business

Revised Phased Reopening Guidelines

Guidelines on a monthly basis. Motion: Revise the Phased Reopening Guidelines as presented and move the library to the Phase 2 service level as outlined on May 3rd, 2021. Discussion:

Reason: Due to the changing nature of our situation, the library board will evaluate our Phased Reopening

Vote outcome: _____

Last Revised:

4/9/2021

Library Board Agenda

Page 3 of 4

Director's Report		
Discussion:		
Adjourn		
Motion to adjourn at		
1st:	2nd:	
Vote outcome:		



512 E. Lake Avenue · Monticello, WI 53570

Meeting: Monthly Library Board Meeting Date: Tuesday, March 9th, 2021 at 6:00pm

Meeting Leader: Ann DeNure **Location:** Virtually over Zoom

Zoom Details	https://us02web.zoom.us/j/82552143577		
Meeting ID	825 5214 3577		
Passcode	53570 (Hint: our zipcode)		
To Call in:	Call: 312-626-6799 Enter ID: 825 5214 3577 Enter Passcode: 53570		

ATTENDANCE:

Participant	Present	Participant	Present
Ann DeNure	х	Janet Willman	х
Renee Croushore	×	Stephen Scanlan	
Robert LaBarre	×	Katrina Linde-Moriarty	х
Guests:			

AGENDA ITEMS:

Start Time	Topic	Lead(s)
6:00 PM	Call to Order/Roll Call	DeNure
6:05 PM	Public Appearances and Citizen Comments (up to 30 min.)	DeNure
6:10 PM	Approvals: Agenda, Minutes, Finance	DeNure
	New Business	
6:25 PM	Annual Donation Investment/Use	Katrina
6:40 PM	Adjacent County Reimbursement Request	Katrina
	Old Business	
7:00 PM	Condition-based Timeline Review	Katrina
7:05 PM	Director's Report: Village Update, Programming Update, SCLS Update, Finance Update	Katrina
7:20 PM	Adjourn	DeNure
Next Meeti	ng: Tuesday, April 13th at 6:00 PM	

Item Descriptions for the Monticello Library Board Meeting

Call To Order/Roll Call

DeNure called the meeting to order at 6pm.

Roll Call:

Ann DeNure	х	Janet Willman	х
Renee Croushore	х	Stephen Scanlan	
Robert LaBarre	×	Katrina Linde-Moriarty	х

Guests:

None	

Agenda

Motion: Approve the agenda Amending Meeting Leads from Scanlan to DeNure.

Discussion: None

ıst: LaBarre 2nd: Willman Vote outcome: 4/o Passed

Minutes

Motion: Approve the minutes from 2/9/21 and 2/23/21.

Discussion: None

1st: LaBarre 2nd: Croushore Vote outcome: 4/o Passed

Finance Report

Motion: Approve the Finance Report as given.

Discussion: None

1st: Willman 2nd: Croushore Vote outcome: 4/o Passed



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New Business

Annual Donation Investment/Use

Reason: Annually, the library board evaluates the collection, investment, and/or use of donated funds for library projects. This discussion will brainstorm ideas for the year.

Discussion: The board talked about creating a patio space off of the garden and parking lot for use in the summer. They asked the director to get quotes for a concrete slab.

Adjacent County Reimbursement Request

Reason: Annually, the library board approved the library system to pursue adjacent county reimbursement from within our system (Dane Co.).

Motion: Approve the Adjacent County Reimbursement from Dane Co. for the amount of \$46.12 for services rendered in 2020.

Discussion:

1st: Croushore

2nd: Willman

Vote outcome: 4/o Passed

Old Business

Condition-based Timeline Review

Reason: Due to the changing nature of our situation,, the library board will evaluate our condition-based timeline for the library and director to safely conduct business with the public.

Discussion: The board and director talked about the current vaccine rates and availability. Director shared that staff would like to be vaccinated before opening further to the public. No decisions were made.

Director's Report

Discussion: Director reported on the general operations of the library including monthly statistics, trends, new partnerships, staff, and programming. Highlights include partnering with Baker & Taylor Sustainable Shelves

Last Revised: 4/9/2021

to responsibly weed and repurpose older materials, Spring Elections at the Village, and year-at-a-glance information.

Adjourn

Motion to adjourn at 6:33pm.

ıst: Willman

2nd: Croushore

Vote outcome: 4/o Passed

Summary of Accounts



Account Type
PRIMETIME BUSINESS INTEREST CHECKING

Account Number

Ending Balance

113523

\$92,422.03

PRIMETIME BUSINESS INTEREST CHECKING-113523

Account Su	ımmary		Interest Summary	
Date	Description	Amount	Description	Amount
02/27/2021	Beginning Balance	\$87,409!13	Annual Percentage Yield Earned	0.10%
	2 Credit(s) This Period	\$5,012.90	Interest Days	33
	0 Debit(s) This Period	\$0.00	Interest Earned	\$7.90
03/31/2021	Ending Balance	\$92,422.03	Interest Paid This Period	\$7.90
			Interest Paid Year-to-Date	\$21.27
			Average Ledger Balance	\$87,560.79

Account Activity

Post Date	Description	Debits	Credits	Balance
02/27/2021	Beginning Balance			\$87,409.13
03/31/2021	DEPOSIT		\$5,005.00	\$92,414.13
03/31/2021	INTEREST		\$7.90	\$92,422.03
03/31/2021	Ending Balance			\$92,422.03

Overdraft and Returned Item Fees

	Total for this period	Total year-to-date				
Total Overdraft Fees	\$0.00	\$0.00				
Total Returned Item Fees	\$0.00	\$0.00				



MONTICELLO PUBLIC LIBRARY

512 E. Lake Avenue Monticello, WI 53570

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		3/18/2021		
Invoice Date	Invoice #/Account	Payee	(Credit)	Amount Due
02/25/21	2035792591	Baker & Taylor	(Olouis)	\$73,48
	700-00-55110-310-050			ψ1J,40
3/15/2021	2035805126	Baker & Taylor		\$661.17
	700-00-55110-310-050			ψοσι. 17
2/26/2021	6915458	Demco		\$251,37
	700-00-55110-310-000	Book Displays		ψεσ1,57
3/1/2021	500095612	Midwest Tape		\$43,48
	700-00-55110-310-050	2 DVDs		ψ-ro,-ro
3/8/2021	500128523	Midwest Tape		\$158,95
	700-00-55110-310-050	1 Audiobook, 4 DVDs		ψ100,33
3/15/2021	500168258	Midwest Tape		\$131.18
E SALES CONTRACTOR	700-00-55110-310-050	7 DVDs		4101110
2/28/21	99150857	News Publishing Co., Inc.		\$16.66
		Valentines Ad		\$10100
2/28/2021		Visa Bill		\$102.52
	700-00-55110-310-000	Amazon: Office Supplies		\$86.71
	700-00-55110-330-000	Zoom: Monthly Subscription		\$15.81
3/3/2021		Walmart Bill		\$10.58
Tarty State Control of the Control o	700-00-55110-310-000	Cleaning Supplies + Late Charge		Ψ10.00
	en naturativa nel 1971 (1971). El Francia de la contractiva del la contractiva del la contractiva del la contractiva de la contractiva del la c	Total	\$0.00	\$1,449.39

Signature:

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3/19/21

Reviewed by Library Board via email



MONTICELLO PUBLIC LIBRARY

512 E. Lake Avenue Monticello, WI 53570

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Invoice Date	Invoice #/Account	4/2/2021 Payee	/O	₩1990 F00 B ₩2
03/18/21	2035817952	Baker & Taylor	(Credit)	Amount Due
	700-00-55110-310-050	13 Books		\$272.14
3/22/2021	2035826913	Baker & Taylor		#40m om
	700-00-55110-310-050	9 Books		\$105.97
3/24/2021	2035835373	Baker & Taylor		670 40
	700-00-55110-310-050	6 Books		\$70.42
3/18/2021	500179639	Midwest Tape		600.40
	700-00-55110-310-050	1 DVD		\$22.49
3/29/2021	500235949	Midwest Tape		\$200 AC
	700-00-55110-310-050	2 Audiobooks, 7 DVDs		\$208.16
3/10/2021	131132785	Uline		\$28.49
F.	700-00-55110-310-000	Office Suplies		64,0%
3/31/21	2021-32	WJZ Cleaning LLC		\$675.00
	700-00-55110-350-000	5 Cleanings		φ0/3,00
3/14/2021	2539091	Xerox		\$222,32
	700-00-55110-250-000	March Monthly Contract		When the time of the
	personal new Company State Com	Total	\$0.00	\$1,604.99

Signature:

Katter White

415/21

Reviewed by library Board via email

Phased Reopening Guidelines: For Monticello Public Library

Created: 04/22/2020

Revised: 4/7/2021

Approved: --/--/----

The COVID-19 virus has had an unprecedented impact on libraries and the communities they serve. This plan explores several possible reopening phases, each dependent on factors such as recommendations from local and national health agencies, social distancing protocols, and critical community needs. The primary consideration in this plan is maintaining the safety of library patrons and staff while finding ways to provide necessary services that the library is uniquely positioned to perform. The most likely scenario may be a scaled reopening with an incremental easing of physical distancing measures.

In all of the phases, the Library will implement the following:

- Improved disinfectant cleaning procedures for cleaning and disinfecting common areas.
- 2. Allowing staff to wear protective gear such as masks while administering public services.
- 3. Continuing to allow teleworking where it makes sense from an operational standpoint.
- 4. Encourage or require testing of staff for the virus when exposed to someone within 6 ft for longer than 15 min.

Detailed Phased Reopening Phases

Below are a number of reopening phases divided by service area. These are determined by local recommendations, what safety measures can be instituted, and the availability of disinfectant cleaning supplies and personal protective equipment. Each service area is divided into four phases marking different levels of restrictions:

- Under Stay at Home Order
 - Enacted May 5th, 2020
- Phase 1: Gatherings of no more than 10-49 people
 - Enacted July 1st, 2020 (Amended October 13th, 2020)
- Phase 2: Gatherings of no more than <50 people
 - o Approved for May 3rd, 2021
- Phase 3: No distancing or gathering limits
 - o TBA

Entrance and Exit into the Building

Restrictions on those coming and going from the building will vary based on the social distancing recommendations currently in place, especially those establishing recommended limits for gatherings.

- Under Stay at Home Order: Entrance to the building is restricted to staff
 performing critical operations and staff obtaining supplies needed to work.
 The public is not allowed inside the building to keep risk of contamination
 low.
- Phase 1: Staff will enter and exit the building to obtain materials, and work with members of the public through the use of the entryway. The Library may allow patrons to browse the stacks at a very limited scale by appointment only. Because of the risks to staff and patrons alike, very strict social distancing procedures will need to be applied including demarcating limits for patrons and staff to ensure social distancing, restricting access to non-essential areas of the Library, disinfecting highly touched surfaces between uses, and requiring patrons and staff wear proper protective wear.
- Phase 2: Staff resume some desk functions. Various furnishings such as seating and toys may be pulled to discourage lingering and avoid creating high contact areas.
- Phase 3: Entrance to the building would not be restricted. Furnishing

returned to space.

Holds Pickup

The method for holds pickup could be scaled based on the severity of social distancing recommendations.

- Under Stay at Home Order: No holds pick ups may take place unless
 explicitly outlined in the order. If permitted, traveling to the library to obtain
 materials is optional as long as strong social distancing structures are in
 place in compliance with the order.
- Phase 1: Holds may be picked up from a staff member at the desk across the
 entryway. Limits are imposed on entrance and exit to the building as well as
 increased disinfectant cleaning procedures.
- Phase 2: Normal hold pickup could take place after a 24 hour quarantine.
- Phase 3: Normal hold pickups occur.

Materials Handling

Materials handling is one of the most complex areas of operations during a pandemic due to the potential of virus transmission on shared objects such as books and DVDs. Recommendations for a 24 hour quarantine remain at the state level.

- Under Stay at Home Order: Material returns may be handled with mask and gloves by staff and quarantined for a minimum of 72 hours before being wiped down and checked-in. The book drop may be used and must be monitored for proper use. Return services may be suspended if abused.
- Phase 1: If the Stay at Home Order is lifted, it will be possible to reopen book drop for all hours. However, materials returned will still need to be quarantined for 72 hours before being made available to the public or being handled by staff without protective measures.
- Phase 2: If social distancing is lessened to the point where medium sized
 gatherings are allowed, the library may be open for select services, including
 some circulation of materials. The library will develop protocols for

- processing materials to be put back into circulation including quarantining items as they enter the building and disinfecting covers.
- Phase 3: If distancing limits are lifted completely, materials handling may commence being done in the usual fashion.

Checkouts

Circulation of collections is a core function of the Library, but traditional checkout puts at risk both staff and patrons during a time of virus transition. The goal is to create a balance with restoring this core service and protecting staff and patrons.

- Under Stay at Home Order: Checkouts are limited to electronic services.
 Curbside may be offered following social distancing guidelines with access to disinfectant cleaning supplies.
- Phase 1: During Express Services, checkouts will be managed by a single staff member retrieving the items in closed stacks and checking them out to the patron across the entryway. During Browsing Appointments, patrons will be able to check out materials at the main desk by a single staff member. Because of the risks to staff and patrons alike, very strict social distancing procedures will need to be applied including demarcating limits for patrons and staff to ensure social distancing, restricting access to non-essential areas of the Library, disinfecting highly touched surfaces between uses, and requiring patrons and staff wear proper protective wear.
- Phase 2: Social distancing markers will be used near the circulation desk to
 encourage safe and healthy operations for patrons and staff. Disinfectant
 cleaning supplies will be on hand and procedures implemented for all staff
 who work at the circulation desk.
- Phase 3: Normal checkout may occur.

Programs

The community views library programs as a core service, but as we have seen public gatherings have been one of the main methods by which COVID 19 is transmitted. With

that in mind, the Library needs to be cautious about when and how it reinstates programming.

- Under Stay at Home Order: Only virtual programs are allowed under a Stay at Home Order.
- Phase 1: Only virtual programs are allowed under this phase.
- Phase 2: The Library may consider hosting programs for small groups
 preferably outdoors. Larger programs utilizing wide outdoor spaces may be
 considered such as outdoor movies or concerts.
- **Phase 3:** If all distancing recommendations are lifted, the library could return with an active slate of programs.

Outreach Visits

Visits to facilities to provide programs or other services help encourage community use of the library and assist in providing high priority services to the community, but they also pose a transmission risk.

- Under Stay at Home Order: Only virtual programs and outreach would be allowed under a Stay at Home Order.
- Phase 1: Only virtual programs and outreach would be allowed.
- Phase 2: Some outreach visits may occur on a facility by facility basis.
- Phase 3: Outreach visits and programs may resume as normal.

Home Delivery

Home delivery, in many cases, is the only way in which elderly or sick patrons receive library services. It often plays an important social role as well. In a pandemic, however, it is another vector of exposure for those who are most likely to become critically ill or die from a virus.

- Under Stay at Home Order: No home delivery services will be offered
 because they are not classified as essential travel under a Stay at Home Order
 and pose a high risk for those using the service.
- Phase 1: Some home delivery may be possible on a case-by-case basis with

staff employing extra protective measures such as wearing face masks, gloves and ensuring that all distributed materials have been quarantined for an adequate length of time.

- **Phase 2:** Similar to the measures listed above, services could be provided on a case-by-case basis.
- Phase 3: Services could return to normal, but with increased disinfectant cleaning procedures implemented.

Internet Access

Internet access is a critical resource for the community especially during times of economic distress. Patrons require internet access to apply for unemployment insurance, access social services, apply for jobs, and access educational resources. Moreover, internet access can be provided to patrons with a limited amount of danger to patrons and staff.

- **Under Stay at Home Order:** The current economic situation creates a variety of critical needs where access to the internet is essential. Under these restrictions the Library can boost wireless signals.
- Phase 1: Under these restrictions the Library could provide access to computers at a very limited scale by appointment only to allow for disinfecting the computer station between uses.
- Phase 2: Under these restrictions it may be possible to allow use of the
 computer stations in the main part of the library. However, to maintain
 recommended social distancing, computers will be placed at least 6 feet apart
 and disinfected between uses. Access to computers may need to be
 prioritized for workforce development and resource seekers through use of
 appointments.
- Phase 3: If distancing recommendations are lifted, normal use of the Library's computers could commence with improved disinfectant cleaning, including supplying access to disinfectant wipes for both patrons and staff.

Technology Help

The library is frequently a place where patrons learn how to use various forms of technology. The spread of coronavirus and social distancing impose unique difficulties in providing help with devices and on public computers. Because most technology help requires patrons and staff to be at close quarters, there will be limits on how help can be provided until social distancing recommendations are lifted.

- Under Stay at Home Order: Though access to the internet might be provided, no technology help would be available, except over the phone or through email.
- **Phase 1:** Like under the Stay at Home Order, technology help would not be provided except in cases where social distancing can be maintained.
- **Phase 2:** Some basic technology assistance may be offered verbally by staff so long as social distancing can be achieved.
- **Phase 3:** Normal technology help recommendations could commence with improved disinfectant cleaning procedures.

Materials Processing and Ordering

With physical materials not circulating, processing and ordering materials besides digital materials is of diminished importance. As services begin to scale up as restrictions are lifted, a progressive ramping up of ordering and processing will be necessary to prepare for demand once the pandemic cycle has ended or slowed.

- Under Stay at Home Order: Ordering may be focused on digital
 materials and high demand future releases for physical items. Processing of
 newly arrived orders may wait until some restrictions are lifted.
- Phase 1: Ordering may remain focused on digital materials. As the Stay at
 Home Order is lifted, it will be time to consider commencing to order more
 bestsellers and other high circulation new items in preparation for further
 lifting of gathering or social distancing recommendations. Processing can
 occur if it can be done safely while maintaining social distance in work

spaces.

- Phase 2: Ordering and processing of physical materials will ramp up during this period, though it still may be necessary to process materials in shifts so that social distancing can be maintained within shared staff work spaces.
- **Phase 3:** Ordering would continue as normal during this period as budgets allow.

Shared Materials in the Library

Libraries frequently provide access to shared materials in their spaces ranging from office supplies such as staplers and hole punches to equipment like headphones and VR headsets. The Library also provides a wide variety of in-house games and toys. The risks of these shared items vary widely, but any shared items worn around the head and face or toys which children may put in their mouths constitute a high risk as potential vectors for disease transmission.

- Under Stay at Home Order: Under this order no shared items would be provided, excepting the possibility of public printers through the curbside pickup service if patrons are willing to share documents virtually for printing purposes.
- **Phase 1:** As under the Stay at Home Order, no shared materials would be offered besides public printers.
- Phase 2: Some shared materials could be offered under this
 recommendation, including shared office supplies as long they are
 disinfected regularly. Shared headphones, VR headsets, toys and games may
 not be allowed in circulation.
- Phase 3: Shared office supplies would be allowed, however, as long as the
 virus continues actively circulating it may be wise to restrict the use of shared
 headphones, VR headsets and toys.

Sources

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Adult	m	m		r)	80	œ	21																
Youth Adult	0	0		22	40	10	105																
Programs	Book Club	Total	Passive Activities	Activity Bags (Kids)	Activity Bags (Mid)	Activity Bags (T/A)	Total		Red: >0,49	Orange: 0.5-0.74	Yellow: 0,75-0,99	Green: 1.00<											
Average	1.60	0.87	1.00	0.61	0.39	0.70	0.61	1.35	0.52	1.27	1.45	0.68	1.14	0.64	0.23	1.09	0.23	0.09					
31 Totals	38	20	23	14	0	16	4	31	12	28	32	15	25	14	13	24	2	2	323				
31 T	က	0	0	-	-	0	-	0	0	-	-	-	0	0	-	0	0	0	12				
30	-	0	7	8	ო	0	2	0	4	0	0	~	7	0	0	0	0	0	17				
27	2	0	7	0	0	2	0	-	-	0	-	0	က	0	4	•	0	2	19				
26	্য	-	-	-	0	-	0	17	•	7	2	0	0	0	0	2	-	0	33				
25	2	0	-	0	0	2	0		0	က	2	-	0	0	0	0	0	0	5				
24	-	0	-	0	0	-	2	0	0	0	0	0	0	0	7	0	-	0	∞				
23	-	-	-	2	0	0	0	-	0	2	0	0	0	0	0	7	-	0	Ξ				
22	-	-	-	-	2	0	2	0	0	-	3	-	0	0	0	0	N	0	15				
19	-	က	-	0	0	0	0	0	0	-	2	2	0	_	0	-	0	0	15				
18	-	0	0	0	-	0	-	0	0	-	0	0	•	-	0	0	0	0	ဖ				
17	-	7	~	0	0	2	7	0	0	-	0	0	2	7	2	ю	0	0	51				
16	•	0	~	7	0	0	~	-	•	7	4	0	0	•	0	-	0	0	15				
15	•	0	-	0	0	-	0	-	0										4				
12	7	+	7	0	0	~	-	-	•	-	0	0	0	2	0	80	0	0	20				
-	-	2	-	2	0	-	0	-	0	2	0	0	0	0	0	2	0	0	12				
10	-	-	-	0	0	0	0	-	0	2	~	-	-	0	2	0	0	0	=				
O	S	က	0	-	~	0	0	0	~	0	0	0	2	-	0	0	0	0	4				
8	7	0	0	0	-	N	0	7	0	7	က	0	-	~	-	0	0	0	15				
ທ	7	•	0	0	0	0	0	~	•	~	9	-	~	-	0	0	0	0	15				
4	2	2	0	~	0	-	0	0	0	7	-	7	-	-	0	0	0	0	13				
က	-	0	က	0	0	7	0	0	•	τ-	0	4	0	0	0	•	0	0	5				
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March 2021	10:00	10:30	11:00	11:30	12:00	12:30	1:00	1:30	2:00	2:30	3:00	3:30	4:00	4:30	2:00	5:30	00:9	6:30	Totals				