

Virtual Library Board Meeting
Thursday October 22, 2020
7:00 am

Due to the COVID-19 pandemic, the Library Board will hold its meeting as a virtual meeting. The Library Board will **not** meet at the Library. Rather, members of the Library Board and staff will join the meeting by using Zoom via a computer, tablet, or smartphone, or by calling into the meeting using their phones, as described immediately below.

Members of the public can also join the meeting by using Zoom via a computer, tablet, or smartphone, or by calling into the meeting using their phones, as described immediately below.

Topic: **Virtual Library Board Meeting** Time: **Nov 19, 2020 07:00 AM** Central Time (US and Canada)

Join Zoom Meeting <https://us02web.zoom.us/j/6957671486?pwd=aEp0dGRhWGpVQnp2RG11blpydHYyUT09>

Meeting ID: 695 767 1486 Passcode: 081540

One tap mobile +13126266799,,6957671486#,,,,,0#,,081540# US (Chicago)

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Meeting ID: 695 767 1486 Passcode: 081540

Find your local number: <https://us02web.zoom.us/j/6957671486?pwd=aEp0dGRhWGpVQnp2RG11blpydHYyUT09>

Meeting Opened at 7:02

Present: Bullette, Craft, Kuse, Leary, Ott, Salerno and Director Williams

Absent: Boehnen

Approval of Minutes: October 8, 2020; October 22, 2020

Motion to approve Minutes from October 8, 2020 was made

Motion was seconded

Result of Vote-all in favor

Motion to approve Minutes from October 22 2020 was made

Motion was seconded

Result of Vote-all in favor

Treasurer's Report:

Approval of library bills system catches duplicates and obtains refunds

General Financials and Budget balance update-payroll looks to be under budget by about \$14,000 at year end, benefits under by about \$6,000; went over budget on the Envisionware self check-outs, new lighting, wiring in computer lab (\$27,000 over budget); should be under \$20,000 in HVAC budget; \$58,850 for bathroom project
Technology Fund

3 bids on new staff copier will be about **\$5,000** for a new copier

Estimate from Fox-Kahl Painting **\$6,825**- teen room painting and drywall repair, lobby, reading room drywall repair and paint, meeting room and study rooms, Director's office
Look at re-allocating DVD funds to Hoopla approx. **\$1,800** and approx. **\$1,000** from books (total **\$2838**)

Consensus is to move forward with painting

- Endowment Fund update current balance \$216,480 up from \$208,000 last month
- Endowment Investments update & discussion-the account is very growth oriented so carries higher risk, aiming for a 70/30 rather than the 80/20, or, Kuse can discuss lower risk investments with the advisor, discussed emphasizing socially responsible investing

Director's Report

- Express Library update-plan to keep open
Critical usage, fax, computer, etc.
- 2021 Budget update-budget passed as presented

Review and Discuss

- FOL request for a payment portal link on website for donations-a lot of libraries have links for FOL groups and Endowment, if there is a link, be sure that it is obvious that the FOL is a separate organization that a supporter of the Library but not controlled by it
- Discuss library board bylaw edits
- Inclusive Services Assessment and Guide Discussion: Governance & Administration

Motions:

Motion to approve and adopt updated library board bylaws using the mission statement as the inclusive services statement and updating the meetings by electronic means of communication was made

Motion was seconded

Result of Vote-all in favor

Motion to approve reallocation of expenditures from DVD funds (approx. \$1,800) and (approx. \$1,000) from books to Hoopla was made (total Reallocation of \$2,838.00)

Motion was seconded

Result of Vote-all in favor

Motion to approve reallocation as needed at year end for a new staff copier was made

Motion was seconded

Result of Vote-all in favor

**Motion to Adjourn to executive closed session as allowed by WI State Statute 19.85(1)(c) to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. (Re: Director's Evaluation) was made
Motion was Seconded**

Roll Call Vote

Bullette-aye

Craft-aye

Kuse-aye

Leary-aye

Ott-aye

Salerno-aye

Motion to adjourn from Closed Session and Reconvene to open session for any action regarding closed session

Motion was seconded

Result of Vote-all in favor

Deadline to inform Village of compensation decision is mid -December; the 2% increase in the budget was based on budgeted wages, not actual wages, discussed overall result of employee evaluations

Future Agenda Items

2021 Library Closure dates

Intermediate Center request

Consider Motion to adjust Endowment portfolio

FOL Presence on web site for donations

Closed session for Director's Evaluation discussion

Inclusive Services Assessment

Next month's meeting is December 17 -will be a longer meeting

Motion to Adjourn at 8:53 am

Motion was seconded

Result of Vote-all in favor