



**Library Board of Trustees**  
**Minutes of Regular Meeting May 2020**

**Trustees Present:**, Kaitlyn Carlson, Betsy Kremser, Deb Rose, Marcia Dressel, Stephen Bjork, Michele Merritt

**Trustees Absent:**, One open seat,

**Also present:** Director Shelby Friendshuh

1. President Bjork **called the meeting to order** at 5:32
2. Motion to approve the agenda by Rose, second by Merritt. Motion carried 6-0.
3. A motion to approve the **Minutes of the April 2020 regular meeting and special meeting as amended** by Kremser second by Dressel. Carried 6-0
4. **Citizens' Comments - none present**
5. **Director's report-** Friendshuh reported on what she and the library staff have been doing to set up and execute the curbside pickup. It has been very well received. They've also added a stuck at home resource page to the website. Summer learning planning is underway with a shift to online opportunities. Friendshuh presented a proposed timeline for reopening different aspects in different stages taking into consideration the safety of the community and staff members. Board members gave feedback regarding the plan and suggestions regarding communication of the plan.
6. **Monthly financials-** there are still corrections to be made regarding some items on the 2019 budget instead of 2020. The auditor recommended that they make the corrections instead of the village administrator. Rose made a motion to approve the monthly financials, second by Merritt. Carried 5-1.
7. **Audit and Approved Bills** motion by Dressel and second by Kremser to pay the bills. Carried 6-0.
8. Strategic Plan and timeline- Friendshuh presented a suggested timeline for the strategic timeline. Merritt made a motion to approve the library strategic plan and seconded by Kremser. Carried 6-0
9. Volunteers Policy: updated policy was presented. Motion to approve the Volunteers Policy as amended by Dressel, second by Merritt. Carried 6-0.
10. MPLF Donor Signage- Dressel shared a sample of the donor signage to be placed in the library. Motion to approve the donor signage in the library by Merritt second by Carlson. Carried 6-0.



**Library Board of Trustees**  
**Minutes of Regular Meeting May 2020**

11. A special meeting will be held on May 28th at 5:30pm
12. Next regularly scheduled meeting will be June 11th at 5:30pm.
  
13. Meeting adjourned at 6:41pm.