



Library Board of Trustees
Minutes of Regular Meeting June 2020

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

Trustees Absent: Michelle Merritt, One open seat

Also present: Director Shelby Friendshuh

1. President Bjork **called the meeting to order** at 5:33
2. Motion to approve the agenda by Dressel, second by Kremser. Motion carried 5-0.
3. A motion to approve the **Minutes of the May 2020 regular meeting as amended and May special meeting** by Kremser second by Dressel. Carried 5-0
4. **Citizens' Comments - none present**
5. **Director's report-** Friendshuh reported on the library's planning for reopening the library. Returns and visits by appointment have begun. Both are receiving regular use. County funding requests have been made with an expected increase in funding this year. Summer learning pre-registration has started. Staff has been back in the library doing curbside pickup and preparing for the opening. Dressel asked about Act 150 funding and how the decreased circulation will affect funding in the future. Friendshuh reported that lower circulation may be offset by the higher cost per circulation.
6. **Monthly financials-** village allocation is now reflected. There continue to be corrections to be made regarding some items on the 2019 budget instead of 2020 since the auditor recommended that they make the corrections instead of the Village administrator. Friendshuh has these items noted and is planning to discuss the timeline for these alterations with the Village administrator. Dressel inquired about a fund designated for handrails at the old location. Friendshuh will look into contacting the donor regarding this. Rose made a motion to approve the monthly financials, second by Kremser. Motion carried 4-1.
7. **Audit and Approved Bills** motion by Dressel and second by Rose to pay the bills. Carried 5-0.
8. The board discussed the current open seat for a new board member. Friendshuh will post a brief description of the responsibilities.
9. Re-opening plan with DPI and IFLS guidance: Friendshuh went over the proposed plan for opening the library safely. It was recommended to have one day a week that the library is open later in the evening for people who can't get there until later.



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10. Emergency Pandemic Closing policy: Friendshuh presented a policy for closing if needed again. Motion to approve the Emergency Pandemic Closing policy by Dressel and second by Kremser. Carried 5-0.

11. Next regularly scheduled meeting will be July 9th at 5:30pm at the library with a call in option.

12. Meeting adjourned at 6:32pm.