



Meeting Minutes

Library Board

Tuesday, December 8, 2020

5:00 PM

Video Conference

Agenda Items:

1. Call to Order

PRESENT:

Sue Anglehart, Katie Bittner, Jodi Ehrenberger, Cat Ellingson, Shelley Hay, Kathy Ivey, Gary Padesky, Araysa Simpson, Keonte Turner

The Chair, Ms. Anglehart, called the meeting to order at 5:03 p.m.

2. Approval of Minutes from Regular Board Meeting

Motion to approve the minutes of November 10, 2020.

(Kathy Ivey / Jodi Ehrenberger) Carried

3. Approval of Committee of the Whole Minutes

Motion to approve the Committee of the Whole minutes of November 30, 2020.

(Jodi Ehrenberger / Gary Padesky) Carried

4. Approval of Bills & Financial Reports

Motion to approve the bills and financial reports for November 2020.

(Gary Padesky / Kathy Ivey) Carried

5. Reports

5.1 Director's Report

5.11 Vacancy Report

No new vacancies.

5.12 Approval of Special Trustee's Funds for 2020 Retirements

Motion to approve \$1,655.02 from the Special Trustee's Fund to reimburse In-House checking for eight retirement gifts from the Library Board.

(Gary Padesky / Kathy Ivey) Carried

5.13 Service Updates

Modified in-person services at the Main location continue, which include scheduled public computer appointments as well as in-person pickup of requested materials. This modified service model will continue for the foreseeable future as hours are increased. As community health metrics improve, expanding services in incremental phases will be considered as guidelines indicate it is safe to do so.

Online programming continues, some of these experiences have provided connection opportunities with partners in education. The Youth Services team has been providing online story times for Kindergarten and First Grade classrooms. Under normal conditions, students would visit the library for tours and research for National History Day projects. Archives and Adult Services staff were able to offer Lincoln Middle School students bibliographic instruction via Zoom and also followed up with individual virtual sessions.

5.14 Facility Update

Johnson Controls has been working on instillation for the kiosk project. Progress is being made, but publicity will be delayed until more people can safely be in the building.

5.15 2021 Operating Budget Updates

Following the Library Board meeting on November 10th, City Council adopted the proposed operating budget. It is final as presented with the noted changes mentioned previously: 1) 1.25 FTE increase that was added by the Mayor in September and 2) The "makeup" step increase for those employees eligible in July of 2020 - added by City Council in October.

5.2 Committee of the Whole Report

5.21 Approval of Library Open Hours for 1st Quarter of 2021

Motion to approve temporary public access hours with modified services at Main Library from January 4 - March 31st 2021 to Monday - Saturday 10 am - 6 pm.

(Gary Padesky / Araysa Simpson) Carried

5.22 Approval of Library Director's Authority to Adjust Public Access Hours

*Motion to approve the Library Director's authority to adjust public access hours as needed through March 31st, 2021 in response to changing safety needs and staffing levels during the COVID-19 and in consultation with the Library Board Chair.
(Katie Bittner / Kathy Ivey) Carried*

5.23 Approval of Holiday Closure Dates 2021

*Motion to approve 2021 Library Closure Dates (as presented): 1/1, 4/4, 5/29-31, 7/4-5, 9/4-6, 11/25, 12/24-27, 12/31-1/3/2022.
(Araysa Simpson / Gary Padesky) Carried*

6. Old Business

None.

7. Public Comment / Other

Anita Doering thanked Ms. Grant for the opportunity to help staff at the Ho-Chunk Nation Museum and Cultural Center in Tomah after they suffered massive water damage from a next door fire. This opportunity provided Archives staff a chance to learn mold treatment and manage a large-scale water damage recovery effort.

8. Topics for Future Meetings

None.

9. Adjournment

Time: 5:35 p.m.

**Motion to adjourn.
(Gary Padesky / Kathy Ivey) Carried**