

**Library Board Minutes
GREENDALE PUBLIC LIBRARY
Wednesday, August 19, 2020**

President Amidzich called the Regular meeting of the Greendale Public Library Board of Trustees to order at 5:30 PM.

Trustees Present: Amidzich, Dombrowski, Sell, Unger
Excused: Huberty, Jensen
Also Present: Van Klooster- Library Director, J Schumacher-Library Staff

Library Director Van Klooster stated that the Agenda for this meeting had been published in compliance with the Open Meetings Law.

PUBLIC COMMENTS (1)

NONE

APPROVAL OF THE MINUTES

No motion was made due to lack of a quorum from a planned abstention.

APPROVAL OF FINANCIAL REPORTS

Check Register: July 2020

Trustee Dombrowski moved, Trustee Sell seconded approval of the July 2020 expenditures in the total amount of \$18,500.67.

Ayes: All Noes: None Motion : Carried

REVIEW OF FINANCIAL STATEMENTS

- a) Revenues and Expenditures to Actual Comparison: July 2020
- b) Balance Sheet: June 2020

UNFINISHED BUSINESS

- a) Discussion and possible action on Library response to COVID-19, including Fall/Winter 2020 hours and services.

Van Klooster explained his recommendation and responded to Trustee's questions about physical distancing of staff in the workroom as well as plans for continued remote work. Trustees discussed the CLC face covering requirement and declined to rescind it, with the opinion that it is helpful to have the ability to address customers with incorrectly worn, or without, face coverings. Otherwise the state order would disallow this. This was requested for return to the Board at the September meeting. Library hours are proposed to return to regular school year hours with minor adjustments.

Trustee Sell moved, Trustee Dombrowski seconded expansion of Library operating hours starting Monday September 8, to the hours recommended by the Director.

Ayes: All Noes: None Motion : Carried

NEW BUSINESS

- a) Discuss 2021 projected library budget and staff performance evaluation update

Van Klooster added some new feedback from the Village Manager but noted that this is still very early in the budget process. Sell shared insight on next year's village budget from the perspective of a Village Trustee. Dombrowski suggested that Van Klooster bring considerations for library budget reductions to the September meeting.

- b) Discuss revised Library Financial Procedures

Van Klooster explained the need for an addition to the financial procedures for wage estimation, as was requested at the August 2019 library board meeting.

c) Consider a motion to elect officers for position of President, Vice President and Treasurer
President Amidzich moved, Trustee Dombrowski seconded postponing election of officers to the
September 16, 2020 meeting.

Ayes: All

Noes: None

Motion : Carried

INFORMATIONAL AND DISCUSSION ITEMS

- a) Director's Report: Unger inquired about the school ID as library card lapse. Van Klooster said he would investigate further to see if anything additional can be done to support ease of student access to library services.
- b) Library Staff Report: Programs were highlighted
- c) President's Report: none
- d) Friends/Foundation Report: Unger mentioned Friends Downtown Market attendance, membership, Library Wish List gifts and the canceled Village Days book sale.

CORRESPONDENCE

None

PUBLIC COMMENTS (2)

None

CLOSED SESSION

Trustee Sell moved, Trustee Dombrowski seconded convening in Closed Session pursuant to Wisconsin State Statute Section 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.

Specifically, to review the Library Director's performance evaluation.

Ayes: All

Noes: None

Motion : Carried

The Board did not return to open session to act on items discussed.

ADJOURNMENT

The meeting adjourned at 7:15 PM.