

Virtual Library Board Meeting
Thursday August 27, 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: Aug 27, 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

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

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

Absent: Boehnen

Motion to Approve Minutes from July 23, 2020

Motion was seconded

Result of Vote-all in favor with Kuse abstaining

Minutes from August 6, 2020 were reviewed as informational only

Motion to Approve Minutes from August 12, 2020

Motion was Seconded

Result of Vote-all in favor with Kuse abstaining

Treasurer's Report provided by Kuse

Approval of library bills -all bills have been approved, both those paid by Village directly and charges on the Amazon card

Endowment Fund update – no report

Director's Report- See Attached anticipate change orders to add another drain (rough-in) and another electrical outlet for the drinking fountains

Presentation of proposed 2021 Library Budget- A PowerPoint Presentation and slides were presented.

One goal is to become fine free, Verona has been fine free for 1 year, Madison went fine free last week, patrons are accustomed to being fine free due to pandemic, fines are perceived as a barrier to usage, 6 Dane County libraries still have fines to some extent, waiving for pandemic, most are going fine-free by year end, Mount Horeb has lost patrons to other libraries who are fine free, fines have been dropping because digital access is up and there are no fines associated with digital access, concern was voiced about the impact of going fine free and the upcoming election on the budget

Current practices: since we have fines, staff need to enter "Library closed" into the system and due dates keep being extended, if go fine free and item is not returned, patrons will be automatically charged for the item as lost after 29 days

Revenue and overall Budget: The Village has indicated that the Library should keep the budget flat. MH had over a 10% increase in reimbursement from Dane County, the highest increase ever

Cross Border funding up 8%

Expenditures: overall wage line is down over 1%, but increase in staff wages of 2% is built into budget Health Insurance and Dental are budgeted projecting that 2 single employees will apply for family benefits

Reduced repairs and maintenance line because HVAC was replaced

Left all programming budgets and collections budgets flat

Fund Balance: if \$25,000 is used toward restroom remodels, Fund Balance will be \$163,635

Review and Discuss

- 2021 Library Budget and consider becoming a fine free library effective immediately
- Annual Elections of Remaining Open Officer Positions
 - Motion to Elect John Kuse as Library Board Treasurer**
 - Motion was seconded**
 - Result of Vote-all in favor**

Notify State Bank of Cross Plains about change in permissions-Williams will take care of this

- Collect signatures of Library Director and Library Board President re: Memorandum of Mutual Accountability: Ripple Project-general consensus is to enter into the Agreement if the Village HR approves of it and/or if clause regarding not hiring biased/prejudiced persons is stricken
- Consider closing the following Saturdays for 2020:
 - **Saturday, September 5th**
 - **Saturday, November 28th**
 - **Saturday, December 26th**
- Policies for revision:
 - Circulation policy
 - Computer, Gaming, and Internet policy

Motions:

Motion to give the Library Director the ability to approve pay applications in consultation with the Treasurer and/or the Board President was made. In the event the Board questions an approval for payment, the issue can be reconciled with the next pay application.

Motion was seconded

Result of Vote-all in favor

Motion to approve 2021 Library Board Budget as presented was made

Motion was approved

Result of Vote-all in favor

Motion to approve becoming a Fine Free Library effective immediately was made

Motion was seconded

Result of Vote-5 in favor, 1 against

Motion to Approve the following Saturday closures in 2020: September 5th, November 28th and December 26th was made

Motion was seconded

Result of Vote-all in favor

Future Agenda Items

- Inclusive Services Assessment and Guide
- Update the Library Board bylaws
- Updated circulation policy
- Updated computer, gaming and internet policy

Next meeting-September 24, 2020

OAC meeting at 1 pm today

Motion to Adjourn made at 8:30 am

Motion was seconded

Result of Vote-all in favor