



**Library Board of Trustees--Meeting Minutes**  
**Thursday, November 19, 2020**  
**Via GoToMeeting**

Meeting was called to order by Brodhead Library Board President Kelly Gratz at 4:03 p.m. All members were in attendance which included Kirsten Novy, Cassandra Huffman, Diane Anderson, Joe Kohlman and Nancy Nettesheim.

A motion to approve the agenda was made by Joe Kohlman and seconded by Cassandra Huffman.

A motion to approve the October minutes was made by Joe Kohlman and seconded by Kelly Gratz.

A discussion took place concerning the library services that would be available going forward during the increase in COVID-19 cases. Kelly Gratz made a motion to continue curbside pickup. This will run through January 2021. The book drop will be open 24/7, except on holidays, and books will continue to be quarantined. Cassandra Huffman seconded the motion.

A discussion was held about the need for a temporary-part-time position for snow removal on the sidewalks around the library. The position would run from December to March or longer if needed. Angela Noel will post the position and create a job description for the board to approve. A motion was made by Joe Kohlman to continue the contract with Rosheisen Farms for snow removal in the parking lot. Cassandra Huffman seconded the motion.

An explanation of the library budget as seen by the city council was presented. At present the budget, as proposed by the city, for the library will be a decrease of over \$14,000 for the upcoming year. The discussion of the implications of the decrease will be further addressed at the next Library Board meeting.

The financial report had no reimbursements or other activity. Joe Kohlman made a motion to accept the financial report. Kirsten Novy seconded that.

Director's Report included the information that the HVAC issues were running over budget; soffit work still needed to be completed; and wireless use was increasing. Joe Kohlman made a motion to accept the Director's Report. Kirsten Novy seconded.

Future agenda items could include the budget and holiday closings.

Closed session per Wisconsin § 19.85(1)(c) Considering employment, promotion, compensation, or performance evaluation data of any public employee(s) over which the government body has jurisdiction or exercises responsibility: evaluation of Library Director. Motion was made by Kirsten Novy to adjourn to closed session. Second from Joe Kohlman. Board went to closed session at 5:10 p.m. Motion was made by Diane Anderson to leave closed session and was seconded by Joe Kohlman. Board left closed session at 5:35 p.m. No action was taken regarding the closed session.

Motion to adjourn was made by Kelly Gratz and seconded by Diane Anderson. Meeting adjourned at 5:37 p.m.

Minutes respectfully submitted by Nancy Nettesheim, secretary