

Library Board of Trustees--Meeting Minutes
Thursday, December 10, 2020
Via GoToMeeting

The meeting of the Brodhead Library Board, held virtually, was called to order by President Kelly Gratz at 4:00 p.m. Members in attendance were: Joe Kohlman, Kassandra Huffman, Kirsten Novy, Diane Anderson, and Nancy Nettesheim.

The agenda was approved on a motion by Kirsten Novy and a second from Kassandra Huffman.

The minutes were approved on a motion from Kelly Gratz and a second from Kassandra Huffman. Director Noel requested addition to the minutes of the information that the board approved that she post the position for a person to do snow removal at the library. This was added.

The holiday closures for the library for 2021 were discussed. With most holidays falling on Friday, Saturday, and Monday, the board will recognize holidays as they fall, with the exception of July 4, which falls on a Sunday. The library will be closed Monday, July 5, 2021 to recognize this holiday. The motion to that effect as made by Diane Anderson and seconded by Joe Kohlman. Motion passed.

The Library Board meeting dates will continue to use the 2nd Thursday of the month. A motion was made to that effect by Kelly Gratz and seconded by Kirsten Novy. Motion passed.

Annual weather closure plan will remain as it is.

A motion was made to move the curbside book pick up from outside to the lobby until further notice. The motion was made by Joe Kohlman and seconded by Kirsten Novy. Motion passed.

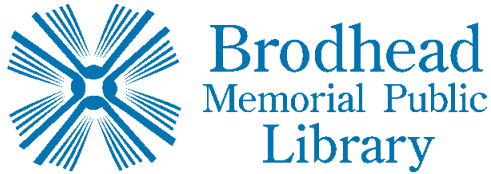
The Board discussed the upcoming budget and the shortfalls that the library will experience. Consensus was to maintain expenditures and circulation to maintain county funding. Running curbside service does take more staff. Joe Kohlman made a motion to take \$9,850.00 from the sinking fund which was created from tax dollars to cover the shortfall. We will also use \$3000.00 from the fines and fees account to cover any losses from the anticipated budget line for income from fines and fees. Kassandra Huffman seconded the motion. The Library Board unanimously voted in agreement with the motion.

Kelly Gratz made a motion to keep a 2% cost of living increase in salaries and wages for library staff. Joe Kohlman seconded the motion. The Library Board voted unanimously in agreement with the motion.

Kelly Gratz made a motion to have the hours of the library continue as laid out in the COVID-19 Plan. Joe Kohlman seconded the motion. Motion passed.

Discussion also took place concerning how to explain the funding of public libraries in Wisconsin to the community. A motion was made by Kelly Gratz to have Angela Noel create an article for the two newspapers in Brodhead to clarify and respond to the information presented by Councilwoman Fox. The motion was seconded by Joe Kohlman. Motion passed.

There were no new vouchers for this month. There was a reimbursement to Angel Noel for \$392.65 for library materials at Costco. There was also a reimbursement to Angela Noel for \$11.89 to Miller and Sons for adult crafts. Joe Kohlman made a motion to reimburse Angela Noel. Diane Anderson seconded. Motion passed.



A refund of \$12.95 to the Monona Public Library for a lost book was approved following a motion from Kelly Gratz and a second from Kirsten Novy.

The financial report was approved on a motion from Kelly Gratz and a second from Kirsten Novy.

In the Director's Report, the soffit repair is proceeding; the snow shoveling position is still open; packets for children and adult crafts are 'flying' off the shelves. The Director's Report was approved on a motion from Joe Kohlman and a second from Kirsten Novy.

Future agenda item could include snow removal and wage tiers.

At 5:15 p.m., the Board adjourned to closed session following a motion from Joe Kohlman and a second from Kassandra Huffman per Wisconsin 19.85(1)(c). Considering employment, promotion, compensation, or performance data of any public employee(s) over which the government body has jurisdiction or exercises responsibility. At 5:25 p.m., the Library Board returned to open session following a motion from Joe Kohlman and a second from Diane Anderson. A motion was made to extend up to six months leave, December 1, 2020 through June 1, 2021, to the affected staff member by Joe Kohlman and was seconded by Kassandra Huffman. Motion passed.

A motion to adjourn was made by Kelly Gratz and seconded by Joe Kohlman. The meeting adjourned at 5:30.

Minutes respectfully submitted by Nancy Nettlesheim, secretary