



Library Board of Trustees--Meeting Minutes
Thursday, May 13, 2021
Via GoToMeeting

The meeting of the Brodhead Memorial Library Board was called to order by President Kelly Gratz at 4:06. Members in attendance were Kassandra Huffman, Kirsten Novy and Nancy Nettesheim. Denessa Jones joined us at 4:33, and Diane Anderson was excused absent.

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

The previous month's minutes were approved following a motion from Kirsten Novy and a second from Kelly Gratz.

A motion was made to accept the resignation of long time Board member Joe Kohlman. We thank Joe for his service and commitment to the Brodhead Memorial Library. We will miss him. The motion to accept the resignation was made by Kirsten Novy and seconded by Kassandra Huffman. Motion passed.

The Board decided to table the election of officers until a new member is appointed to replace Joe Kohlman. Two community members had previously expressed interest, Ann Anderson and Erin Menzel. Their names will be forwarded to Mayor Nyman. Kelly Gratz made a motion to forward those two names to the mayor. The motion was seconded by Kirsten Novy. Motion passed.

Library Director Noel presented preliminary diagrams and costs for the reorganization of the staff work station area. A motion to grant Director Noel the ability to proceed with the work up to \$15,000.00 was made by Kirsten Novy and seconded by Kassandra Huffman. Motion passed.

As COVID-19 is at a medium activity level in Green County, the Library Board has set June 1, 2021, as the day to further open the library. The following guidelines will be in place:

- Building is open Monday -Friday 9:00 a.m. – 6:00 p.m. and Saturday 9:00 a.m. – 12:00 p.m.
- No meeting rooms open to the public
- No seating in the general use area
- No eating
- All patrons younger than 12 must be accompanied by an adult.
- Masks are required of all patrons 5 years and older
- Social distancing will be in place
- Length of stay is capped at 2 hours
- Limit computer use to 1 hour -4 computers will be available
- No more than 25 patrons in the building at one time

In addition, the Board approved outdoor programs for children; modifying curbside pick-up; and eliminating fines for the present. This motion was made by Kelly Gratz and seconded by Kirsten Novy. Motion was approved.

The Financial Report included one reimbursement to Jessica Robl for a plant pot at \$26.34. A motion by Kelly Gratz was made to reimburse Jessica Robl. Cassandra Huffman seconded. Motion passed.

A motion to approve the Financial Report was made by Cassandra Huffman and seconded by Kirsten Novy. Motion passed.

Director's Report was approved following a motion from Kelly Gratz and a second from Cassandra Huffman.

If the COVID-19 situation remains the same in Green County, the Library Board will meet in person in June.

Future Agenda items include the following: election of officers and strategic planning.

A motion to adjourn made by Kelly Gratz was approved with a second from Nancy Nettlesheim. Meeting adjourned at 5:16.

Minutes respectfully submitted by Nancy Nettlesheim, secretary