

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
February 17th, 2021
Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 4:02 p.m. virtually facilitated through BlueJeans. Present: Gene Bebel (4:04-), Katie Breitenmoser, Darcy Dalsky, Paul Gilk, Audrey Huftel, Richard Mamer, Tim Meehan (4:25-) and Jim Wedemeyer. Also present: Laurie Ollhoff.

A letter of acknowledgement of a donation to MAPS for letter building blocks for students use was received. A thank you letter from the U.S. Census Bureau was received for the library's partnership with the recent census. There was no public comment.

2. Consent Items

M Gilk/S Huftel/C to approve the minutes of the January Annual Meeting as printed.
M Wedemeyer/S Dalsky/C to accept the Monthly Revenue and Expense Report for January.
M Gilk/S Wedemeyer/C to accept the updated Monthly Revenue and Expense Report for December 2020.

3. Reports/Discussion Items/Action Items

A. 2020 State Annual Report System Effectiveness Statement: M Mamer/S Huftel/C to approve the 2020 State Annual Report System Effectiveness Statement as presented.

B. 2020 State Annual Report: M Gilk/S Mamer/C to approve the 2020 State Annual Report as presented.

C. 2020 Local Annual Report: M Bebel/S Wedemeyer/C to approve the report as presented with the correction of the Board Vice-President on the last page. A copy of the report will go to City Council members, City officials, County Board members, on the library's webpage and available within the library. Mailing copies to residents and other means of disseminating to the public was discussed. The City is considering the development of a Marketing and Communications Committee and the discussion of city departments providing mailings to residents is an item for consideration for that committee.

D. Update on COVID-19 Building Closure, Curbside Pickup and Reopening: The library reopened to the public on Monday, February 15th. Radio, paid newspaper ad, website and social media avenues have all been used to notify the public of the reopening. School visits restarted this week.

E. Policy Review: Confidentiality of Patron Records: M Gilk/S Mamer/C Dissenting: Bebel to approve the policy.

F. Policy Review: After Hours Use: M Bebel/S Meehan/C to approve the policy.

G. 3-5 Year Capital Plan Review: Two Capital Improvement Plans were presented: One for projects considered to be City Capital projects and one for those projects which come below the budget threshold to be considered a City Capital project. M Bebel/S Mamer/C to approve the payment of \$7,706.08 for painting of the grand staircase and skylight ceiling area from the Endowment Fund.

H. Wisconsin Trustee Essential #2-Who Runs the Library: Ms. Stevens provided copies of Trustee Essential #2. A copy of this Essential was given to the Mayor and City Council members.

I. Reports from Friends and WVLS Representative: WVLS Directors report for January was provided. MCPL Board has asked Marathon County for a postponement of the public hearing scheduled to discuss MCPL leaving WVLS and joining SCLS in order to gather more information.

4. Forthcoming Events & Library Director Report

- January Monthly Statistical Report was provided.
- A document recognizing Library Board members who have joined the "Silver 'L' Club" as having served on the Library Board for 25 years or more was provided. Their dedication and contributions to the success of our library is immeasurable.
- Youth Services Virtual Storytime continues with associated project packs by age level. "Puppy Pen Pals" program featuring local service dogs has been well received.

- Youth Services developed a second “Virtual Library” in partnership with a 5th grade class to highlight new books.
- Upcoming Adult Services programs feature a virtual author program and a Great Scotty Bake-Off. Programs in the last month: Chad Lewis and Music in the Library; both of which were well received.
- Tax help from Wisconsin Judicare in progress for February and March.
- Update on the new Director search was provided.

5. Adjournment

M Bebel/S Meehan/C to adjourn the meeting at 4:54 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on March 17th at 4:00 p.m. either in the Library Community Room or virtually and will be posted accordingly.

Stacy D. Stevens, Secretary