

T. B. Scott Free Library Board of Trustees
ANNUAL MEETING
January 20th, 2021

Minutes

1. Opening

President Mike Geisler called the Annual Meeting of the Board of Trustees to order at 4:00 p.m. virtually facilitated through BlueJeans. Present: Gene Bebel (4:05-), Katie Breitenmoser (4:01-), Darcy Dalsky, Paul Gilk, Audrey Huftel, Richard Mamer, and Tim Meehan. Excused: Jim Wedemeyer. Also present: Laurie Ollhoff.

There was no correspondence.

There was no public comment.

2. Election of Officers

All officers have agreed to serve for another year. There were no nominations from the floor. M Meehan/S Huftel/C to approve the incumbent officers for 2021: President, Mike Geisler; Vice-President, Tim Meehan; and Financial Secretary, Richard Mamer.

3. Consent Items

M Mamer/S Meehan/C to approve the minutes of the December meeting as printed.
M Meehan/S Dalsky/C to approve the Revenue & Expense Report for December as printed.

4. Reports/Discussion Items/Action Items

A. 2020 Endowment Fund Report: Mr. Mamer presented the report. M Meehan/S Gilk/C to approve the report.

B. Update on COVID-19 Building Closure, Curbside Pickup and Reopening: Ms. Stevens and Mr. Geisler made the decision to have the library remain closed and offer only curbside pickup until January 18th and again until January 25th due to the high level of community-wide spread of COVID-19 and the need to ensure appropriate staffing level based on input from the Merrill City administration and the Lincoln County Health Department. Board Members by consensus advised that Mr. Geisler and Ms. Stevens evaluate reopening prior to February 1st based on Lincoln County Health Department guidance, input by State & City officials and adequate staffing levels.

C. Strategic Plan Progress Review: An updated 2019-2023 Goals & Objectives document was presented and progress reviewed.

D. Trustee Essential #:1-The Trustee Job Description: Ms. Stevens provided copies of Trustee Essential #1.

E. Reports from Friends and WVLS Representative: Ms. Stevens provided copies of the Recommendation to the Marathon County Public Library Board from the Library System Task Force which recommended that Marathon County Public Library should leave WVLS and become a member of SCLS. This recommendation will next go to the January 25th Marathon County Public Library Board of Trustees meeting.

5. Forthcoming Events & Library Director Report

- December Monthly Statistical Report was presented.
- Ms. Ollhoff will be attending this year's Library Legislative Day in February.
- Church property adjoining the library parking lot remains for sale.
- Storytime started again January 13th along with corresponding activity bags.
- PreK-focused Story Time with corresponding activity bags targeting specific classrooms in January and February.
- Delivery of material bins to classrooms and packing materials for classroom pickup have been happening during this time that classes cannot come into the library.
- Virtual programming for Youth and Adults is planned for February. A local musician, the Wisconsin School of Ballet, Chad Lewis, & another Bake-off are among the programs scheduled.
- Community collaborative Project Packs for both Youth and Adult continue in February.
- Tax assistance with Wisconsin Judicare scheduled in February and March.

- Staff evaluations are in progress. Ms. Stevens had a performance evaluation by City Administrator Johnson.
- An excellent candidate has been chosen for the Community Liaison Position who is scheduled to start in the next few weeks.

6. Adjournment:

M Meehean/S Dalsky/C to adjourn the meeting at 4:35 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on February 17th at 4:00 p.m. in the Library Board Room.

Stacy D. Stevens, Secretary