



# Board of Trustees Meeting

June 25, 2020

Members:	PRESENT	ABSENT
Nicole Cummings	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Cathy Goray	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Mary Jane Grenzow	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Dan Harrigan	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Terry Hyland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Joe Leverton	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jim Plourde	<input checked="" type="checkbox"/>	<input type="checkbox"/>
John Tabaka	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Bobbie Thomas	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>Staff:</b>		
Suzann Holland	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Laura Schmiedicke	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Andrea Schmitz	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Jeff Pond	<input checked="" type="checkbox"/>	<input type="checkbox"/>

## **Call to Order:**

President Hyland called the regular meeting of the Monroe Public Library Board of Trustees to order at 7:05pm with a quorum present. Consultant Jodi Sweeney was present. Team members Suzann Holland, Andrea Schmitz, Laura Schmiedicke, and Jeff Pond were also present.

## **Approval of Agenda:**

Trustee Thomas made a motion to approve the agenda as presented. Trustee Cummings seconded the motion. Motion carried.

## **Public Comment:**

None.

## **Board Correspondence:**

None.

## **Old Business: Discussion of Effect of Pandemic on Fundraising**

Jodi Sweeney noted that the planned timing is now off, but that the fundraising goal could still be met. However, support from the Colony Brands Foundation is crucial now. Jodi will discuss making the approach with Suzann, President Hyland, and Trustee Harrigan.

## **Approval of Minutes:**

Trustee Plourde made a motion to approve the minutes of the May 28<sup>th</sup> and June 11<sup>th</sup> meetings as presented. Trustee Harrigan seconded the motion. The motion carried.

## **Director's Report:**

An abbreviated team report was reviewed and discussion was held. Jeff gave an overview of curbside service and the public's response.

### **Friends Group Report:**

The Friends did not meet.

### **Financial Review:**

The financial reports were reviewed with the following balances at the end of May:

- The LGIP account balance was reported at \$158,957.31.
- The MPL Gift & Special Fund account balance was reported at \$10,897.12.
- The SCLS Foundation report balance was reported at \$707.69.
- The list of invoices was distributed.

Trustee Goray made a motion to approve the invoices as presented. Trustee Leverton seconded the motion. The motion carried.

### **Consideration of Phased Library Service**

Suzann presented the plan to open to the public with limitations, on July 1<sup>st</sup>. The board discussed whether to require mask wear for the public. The board reached a consensus to strongly encourage mask wear every day, but to require masks on Mondays to accommodate those needing a more controlled environment. Trustee Tabaka moved to proceed with the plan as presented and discussed. Trustee Thomas seconded the motion. The motion carried.

### **Consideration of Salaries for Unrepresented Staff**

Suzann presented a document with recommendations for unrepresented staff. This staff group was previously aligned in step years, but the two new additions will be on opposite step years. After discussion, Trustee Goray moved to approve the salary recommendations. Trustee Cummings seconded the motion. The motion carried.

### **Consideration of Waiving Fines for District Employees**

The administrative team recommends that this benefit be offered to our colleagues in the District. District Employees will need to come into the library and present their District ID for fines to be waived. Trustee Grenzow moved to approve the benefit. Trustee Harrigan seconded the motion. The motion carried.

### **Business from Trustees:**

Trustee Plourde asked about when the service plan should be altered. Suzann explained that the administrative team will discuss the matter the third Thursday of each month and make a recommendation to the Board to consider on the 4<sup>th</sup> Thursday of the month at its regular meeting. Next regular meeting is at 7pm on Thursday, July 24<sup>th</sup>. Most likely, it will be a virtual meeting.

### **Adjournment:**

Trustee Tabaka made a motion to adjourn at 8:10pm. Trustee Plourde seconded the motion.