

NEUSCHAFER COMMUNITY LIBRARY BOARD MEETING

Date: July 13, 2020

Present: Ruth Ann Heeter, Judy McGowan, John Ohlson, Betty Ulman, Natalie Snyder.
Absent: Bobbi Marks. The meeting was called to order at 8:00 a.m. by McGowan

Public Input:

None.

Director's Report:

Dated 7/13/20 was presented.

Treasurer's Report:

Donation Checking Account (Premier Bank checking) as of 6/30/20: \$59,086.64.
Donation Money Market Account (Farmer's State Bank).as of 6/30/20: \$21,419.78.
Motion by Heeter, second by McGowan to accept. Motion carried.

ACTION ITEMS:

New Board Member:

John Ohlson, Administrator of the Fremont Grade School was welcomed as a new Library Board member.

Minutes: Minutes from the June 15, 2020 meeting were reviewed.

Motion to accept, with the correction that Betty Ulman was not in attendance, by Ulman,
second by McGowan. Motion carried.

Payment of bills: Motion by Heeter, second by Ulman to approve payment of bills through 7/11/20. Motion carried.

Use of Gymnasium:

Motion by McGowan, second by Ulman to approve, with ok from the Village Board, use of the gymnasium's back wall for Library's boxes of books to be picked up by Better World Books. Motion carried.

Staffing:

Motion by McGowan, second by Ulman to retain the current Library Director with the understanding that the Director will potentially have family demands during the COVID pandemic that require her to work fewer hours and delegate duties to qualified staff. This would require the hiring of qualified staff members with prior Library experience. Motion carried.

COVID-19 Staffing Plans:

Motion by McGowan, second by Ohlson to approved plans as presented. Motion carried.

COVID-19 Reopening Plans:

Plans were discussed. No action taken.

Fine Fee Policy:

Motion by Heeter, second by Ulman to approve elimination of late fees effective March 16, 2020.
Lost/damaged materials will continue to be billed per pre-existing policies.

Purchases:

Motion by Ulman, second by Heeter to purchase washable keyboards, washable mice, sneeze guards and signage from the Library budget but utilize DPI grant or the Donation Account in the future. Motion carried.

Painting:

The Village Board will be asked if they will pay for the painting of Library walls prior to reopening.

Purchase of tables and chairs:

A committee will review a purchase plan.

Adjournment: Motion to adjourn the meeting at 8:59 a.m. by McGowan, second by Ulman. Motion carried.

Next meeting: August 10 at 5 p.m.

Respectfully submitted, Ruth Ann Heeter, Secretary