

T. B. Scott Free Library Board of Trustees
REGULAR MEETING
March 17th, 2020
Minutes

1. Opening

President Mike Geisler called the Regular Meeting of the Board of Trustees to order at 3:00 p.m. in the Library Community Room. Present: Gene Bebel, Katie Breitenmoser, Darcy Dalsky, Paul Gilk, Audrey Huftel, and Tim Meehean. Excused: Richard Mamer and Jim Wedemeyer. Also present: Laurie Ollhoff and Draco F. from MP3.

There was no correspondence. There was no public comment.

2. Consent Items

M Meehean/S Huftel/C to approve the minutes of the February meeting as printed. M Meehean/S Breitenmoser/C to accept the Monthly Revenue and Expense Report for February.

3. Reports/Discussion Items/Action Items

A. Closure of the Library as a Prevention of Spread of COVID-19: There was much discussion as to the unprecedented events and closures that are occurring due to the COVID-19 public health pandemic. Merrill City Administrator Johnson contacted Ms. Stevens at 8am Monday 3/16 requesting that the library be closed to the public. Board President Geisler was notified and the library did not open. Ms. Stevens shared a recommendation dated 3/17/20 from the American Library Association Executive Board that libraries close to the public. M Meehean/S Gilk/C approved the closure of the library for the prevention of spread of COVID-19 and to reopen at the call of the Library Director and Board President when it is considered prudent to do so by health and/or government authorities.

M Meehean/S Breitenmoser/C that it is the direction of the library board during the library closure that employees will make every effort to continue to work and as such will continue to be paid, utilizing sick leave, vacation or unpaid leave to care for themselves, their children and/or other family members as needed and that if Federal/State funding/assistance would become available that the library avail itself of those funds.

B. Visioning Session Update: The Visioning Session has been postponed until a later date.

C. D. E. Policy Review: Smoking, Loaning of A-V Equipment and Temporary Card Holder: M Meehean/S Dalsky/C to approve all policies are presented.

F. Strategic Plan Progress: Goal #1: Updates to Goal #1 were provided.

G. Status of Church Property: Ms. Stevens is not aware of any developments regarding the property.

H. Wisconsin Trustee Essential #19-Library Director Certification: Ms. Stevens provided copies of Trustee Essential #19.

I. Reports from Friends and WVLS Representative: The Friends Spring booksale was scheduled for early April but has been postponed.

4. Forthcoming Events & Library Director Report

- February Monthly Statistical Report was provided.
- Mr. Wszalek discussed the plan to upgrade several toilets in the building with automatic flush mechanisms and to replace the bathroom stalls with PVC partitions.
- Ms. Stevens and Mr. Wszalek discussed the status of several trees on the property that are dead and need to be removed. While city workers are available to perform this work, they will be doing so now.
- City workers were here grinding the main entrance sidewalk concrete to even out areas that have shifted during the winter months.

5. Adjournment

M Bebel/S Meehean/C to adjourn the meeting at 3:45 p.m. The next regularly scheduled meeting of the Board of Trustees will be held on April 15th at 4:00 p.m. in the Library Board room.

Stacy D. Stevens, Secretary