



South Milwaukee Library
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BOARD OF TRUSTEES
Minutes
Regular Meeting
August 4, 2020

President Reszel called the regular meeting to order at 6:30 p.m.

Present: Clark, Daniels, Drummer, Laabs, Meidam, Reszel, Suarez-Lemcke
Library Staff: Manning Library Director, Meyer Librarian, Langebartels Librarian, Jurss Librarian

President Reszel welcomed Librarians Bethany Meyer, Shirley Langebartels, and Stephanie Jurss to the meeting. On behalf of the Board, President Reszel extended condolences to Director Manning on the passing of her Mother.

Adoption of Agenda

There was concern regarding the wording of the closed session items so the meeting will stay in open session. Motion by Drummer/Laabs adopt the agenda with the above revision. By voice vote, all voted in the affirmative. Motion carried.

Public Comment: None

Correspondence: None

Friends Update

The July 27th Cousin's Fundraiser totaled \$180 dollars (\$150 from sales and an additional \$30). An August 3rd fundraiser was held at Denny's and results are not yet available. Thursday, August 20th, the Friends will be at the South Milwaukee Farmer's Market. Another Cousin's fundraiser is scheduled for Monday, August 31st from 4pm - 7 pm.

Board President's Report

1. President Reszel thanked Bethany Meyer for her work to keep the day-to-day operations working in June and July while Director Manning was unavailable. The staff is doing a good job working for our community.
2. The next Board meeting will be held on August 25 with a closed session.

Committee Reports: Personnel and Finance, Legislation and Technology, and Building: None

Agenda Topics

The Board of Trustees reserves the right to take action on any of the items listed below.

Minutes from the June 23, 2020 Regular Meeting of the Library Board of Trustees

Motion by Daniels/Drummer to approve the Minutes, with the discussed changes, from the June 23, 2020 regular Meeting of the Library Board of Trustees.

Expenditures from the Operating Budget and Financial Statement for June 2020

Motion by Meidam/Drummer to approve expenditures in the amount of \$78,679.84 from the Operating Account. By voice vote, all voted in the affirmative. Motion carried.

Expenditures from Library Trust/Gift Accounts for June 2020

Motion by Meidam/Drummer to approve expenditures in the amount of \$423.80 from the Friends Account and \$697.57 from the Stosick Account. By voice vote, all voted in the affirmative. Motion carried.

Motion by Meidam/Drummer to receive and place on file the Financial Statements for June 2020 as presented. By voice vote, all voted in the affirmative. Motion carried.

Library Director's Report

Trustee Daniels reported the hiring of Joan Sobolik as an Elementary School Librarian.

Motion by Meidam/Suarez-Lemcke to receive and place on file the Director's Report as presented.

RFID Project

Reported on in the Library Director's Report.

Library Services

The following changes are included Phase 2:

- Masks/Face coverings are required for patrons in the library. Following the City of South Milwaukee guidelines
 - We can offer a patron a mask.
 - If the patron refuses a mask, staff cannot ask the patron about health issues.
 - The patron will not be asked to leave the library.
 - All conversation with the public will be civil and nondiscriminatory.
- Staff will ask patrons to cover their nose/mouth while in the library and this coverage will be required for computer assistance.
- Patrons will maintain a physical distance of six feet.
- The maximum number of people in the library is thirty, 25% of capacity.
- The first floor will be open for browsing beginning August 10. A selection of children's items will be available for browsing.
- The self-Checkout station will be open.
- Returned material will be quarantined for four days.
- The Friends Book Nook will be open.

Motion by Drummer/Clark to adopt Phase 2 of Library Services as discussed. By voice vote, all voted in the affirmative. Motion carried.

Adjournment

Motion by Laabs/Clark to adjourn at 7:42 p.m. By voice vote, all voted in the affirmative. Motion carried.

Respectfully submitted

A handwritten signature in black ink that reads "Kathy Manning". The signature is written in a cursive style with a small dot above the letter 'i' in "Manning".

Kathy Manning, Ex-Officio Secretary/Library Director