

BE Library Board Minutes 6-16-20

General meeting <https://us02web.zoom.us/j/89516146348>

Meeting ID: 895 1614 6348

Closed Session

<https://us02web.zoom.us/j/84369412482?pwd=bU03cmIzTGx5SXBxUHZhM28ydUwzZz09>

Meeting ID: 843 6941 2482

Password: 106158

1. Call to order

- Linda called the meeting to order at 7:00 p.m

2. Roll call of members

- Angie, Gary, Mary, Heather, and Linda present with Carolyn

3. Proof of posting

- Linda read this aloud.

4. Adoption/amendment of agenda

- Gary moved to approve the agenda
- Mary seconded the motion
- Motion carried

5. Reading and approval of minutes

- Gary motioned to approve the minutes
- Mary seconded the motion
- Motion carried

6. Village update

- The Village had a closed session to discuss the section 125. Carolyn expressed concern that the Library Board members were not present. The Village Board approved it.

7. Consideration/motion to enter into closed session pursuant to Wis. Stats. 19.85(1) (c) Considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility (Section 125 Plan Library personnel) (Roll call vote)

- Gary motioned to enter closed session
- Heather seconded the motion
- Heather, Angie, Gary, Mary, Linda all aye

8. Consideration/motion to arise from closed session

- Mary motioned to arise from the closed session
- Angie seconded
- Motion carried

9. Consideration/motion on action from closed session

- Heather motioned to authorize the library to pay the \$250 to EBC to create the section 125 benefit.
- Gary seconded
- Motion carried

10. Discussion/Action on consideration of a Section 125 Plan

- Plan discussed.

11. Discussion/Action on amended library policies, to include Infectious Disease Policy, Hygiene, Eligibility for Services, Hours of Operation, Unattended Children, Safety, others, if necessary

- Gary motioned to approve the Infectious Disease Policy with language just discussed
- Linda seconded
- Motion carried

- Gary motioned to approve the Hygiene Policy with language discussed
Mary seconded
- Motion carried

- Gary motioned to approve the Black Earth Public illness Policy with language discussed
- Heather seconded
- Motion carried

- Gary motioned to approve the Employee Health Reporting Agreement/Work Rules for Ill Employees Policy
- Angie seconded
- Motion carried

- Heather motioned to approve the Eligibility For Services Policy with language discussed
- Gary seconded
- Motion carried

- Tabled the Hours of Operation Policy

- Linda motioned to approve the Computer and Office Machine Use Policy with language discussed
- Heather seconded
- Motion carried

- Gary motioned to approve the Library Safety Policy with language discussed
- Heather seconded
- Motion carried

- Gary motioned to approve the Unattended Child Policy with language discussed
- Heather seconded
- Motion carried

- Tabled the Pandemic Unattended Child Policy

12. Discussion/Action to create Finance & Communications Subcommittee

- Gary motion

- Mary seconded
- Linda (out last Monday in June), Heather, Angie, and Mary Mondays work 4th week of any month works well (evening)
- Heather will get a meeting email out

13. Discussion/Action on Budget Resolution to rollover 2019 funds into 2020

- Tabled until Shellie provides information

14. Discussion/Action on Library Director annual review

- Angie noted the Library Director's review did not begin until May due to circumstances related to Covid-19.
- Further action tabled as the review is incomplete.

15. Discussion/Action on 2020 Library Budget

- Resolved the Section 125. Retirement Benefit for full-time employees is still unresolved. This is a matter to be taken up in the Finance and Communications sub-committee.

16. Discussion/Action on Village Employee manual/library resolution amendment

- Tabled because we need more information regarding the manual and possible changes.

17. Site selection services – update

- Meeting of two presenters set for Zoom/hybrid on July 16th 6:30 p.m.

18. Friends of the Library update

- Meeting on June 24th at 5:30 p.m. in meeting room to elect officers.

19. Treasurer's Report

- Angie motioned to approve the Treasurer's Report
- Mary seconded
- Motion carried

20. Action on bills

- Heather motioned to approve the bills
- Angie seconded
- Motion carried

21. Director's Report

- Angie motioned to accept the Director's Report
- Gary seconded the motion
- Motion carried

22. Any other business that may legally be brought before the board

- None

23. Adjournment

- Gary motioned to adjourn at 9:59 p.m.
- Mary seconded the motion
- Motion carried