

BE Library Board Minutes 7-21-20

Join Zoom Meeting

<https://us02web.zoom.us/j/89506445102?pwd=Yk1CSk4rU0k3S0JFYjRNWjEwc3Zsdz09>

Meeting ID: 895 0644 5102

Password:535691

1.Call to order

- Linda called the meeting to order at 7:02 p.m.

2.Roll call of members

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

3.Proof of posting

- Linda read the proof of posting

4.Adoption/amendment of agenda

- Mary motioned to adopt
- Gary seconded
- Motion carried

5.Reading and approval of minutes

- Gary motioned
- Angie seconded the motion
- Motion carried

6.Village update

- Mary gave her report. Locks were installed on the second set of double doors in the foyer. Foyer will now be accessible to the public 24 hours. Mary will clarify with Village Board as to when locking policy might need to change on behalf of library staff.
- Carolyn gave her presentation of the strategic plan. Mary gave her update to the VB regarding the hard work of the library staff and board. Carolyn emphasized the autonomy of the library.
- The folks at the Economic Development meeting reached out to Carolyn for community concerns.
- Info related to appointment of the open VB seat will be reviewed and filled at a the next Village Board meeting on August 4 at _____
- Carolyn will put position descriptions into Mary's mailbox so evaluations for qualifications can be based on the descriptions.
- Zoom meetings for the Village need to be considered as it was very difficult to hear different people via the phone that is supposed to capture info from the one microphone in the room. Maybe more microphones?

7.Discussion/Action on Budget Resolution to Carry over from 2019 to 2020 and transfer between 2020 budget lines

- Discussion regarding the resolution 2020-01 to amend the 2020 budget and to transfer money into the appropriate line items. Follow up/review the 125 plan at the next meeting.

- Heather motioned to approve resolution 2020-01 to amend the budget, to complete the line item transfers when account numbers are provided by Shellie Benish, and for Linda to sign the resolution once the account numbers are provided.
- Gary seconded the motion
- Motion carried.

8. Discussion/Action on Library Director annual review

- Angie provided a summary of the annual review of the Library Director, including past and future goals, and staff input.
- The full report will be provided to the Library Board members to review.
- Gary motioned to table the vote on it until next month.
- Mary seconded
- Motion passed to table.

9. Discussion/Action on report/recommendations from Library Communications & Finance Subcommittee

- The FCC sub-committee met to establish the purpose of the committee and to create our big goals-- a communication goal and a finance goal related to the budget. The communication goal was somewhat developed, but the budget goal was not discussed due to time limits. Goal to be done in September to be ready for October budgeting. Maybe even August.
- The next FCC sub-committee meeting will be on Monday July 27, 2020 at 7:45 p.m.

10. Discussion/Action on Hoopla/Kanopy limits

- Carolyn suggested based on data collected so far that we remove the limits on Hoopla and Kanopy for the rest of the year.
- Funding levels will have to be determined for next year (in August) as we are funding this year with carry over \$ and donation from the Friends of the BEL.
- Gary motioned to remove the usage limits on Hoopla/Kanopy for the remainder of the year through December 31, 2020.
- Mary seconded.
- Motion passed.

11. Discussion/Action on site selection services presentations

- Discussion regarding both presentations.
- Need to address the safety plan regarding an exterior door or interior safe space with a closing door, regardless of the next steps regarding construction/expansion. Difficult financial environment to introduce this work? Two other smaller communities are embarking on this process to expand their library services. Our community survey indicated the need for more community space. Timing for new Village Building roof?
- Maybe need another sub-committee to explore this--Carolyn and Mary are interested in this.
- Will table consideration of the creation of a sub-committee regarding this until next month.
- Mary will bring the exterior door/safety issue up at the BE Village Board.

12. Friends of the Library update

- Met June 24, elected officers, all officers re-elected, no changes. Will not be able to do the book sale because of cancellation due to covid. No pie auction, probably no trivia night. art/craft auction

maybe online. Looking for renewed memberships and extra money due to lack of ability to fundraise.

13. Treasurer's Report

- No news, things balanced.
- Mary motioned to approve the treasurer's report
- Angie seconded the motion
- Motion passed.

14. Action on bills

- Discussion regarding the bills.
- Angie motioned to approve the bills
- Gary seconded the motion
- Motion passed.

15. Director's Report

- Discussion regarding the report.
- Gary motion to accept the director's report
- Angie seconded the motion
- Motion passed

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

- none

17. Adjournment

- Linda motion to adjourn at 9:09 p.m.
- Angie seconded the motion
- Motion passed