

Black Earth Library Board Minutes 10-20-20

<https://us02web.zoom.us/j/86281107811?pwd=WkdtT2RmbkdFOElvblRxakVZUHZUdz09>

Meeting ID: 862 8110 7811

Passcode: 662669

Or by phone: dial +1 312 626 6799 US (Chicago), using same meeting ID and passcode as above.

Closed session:

<https://us02web.zoom.us/j/84696382264?pwd=ZTlpTWovVzdFMVloTkpJRnovTExDQT09>

1. Call to order

- Linda called the meeting to order at 7:04 p.m.

2. Roll call of members

- Angie, Heather, Mary, Gary, Linda present with Carolyn
- Many members of the public: Brian, Heather Reader, Pat, Elijah, Joe Block Wayne and Susie, Connie, Sandy de Lisle, James Mary Boettcher, Barbara Borns, Mary Miron, Lisa, David Stanfield, 6080628-7058, James Coyle (I am not sure I captured everyone here based on screen presence)

3. Proof of posting

- Linda read the proof of posting

4. Adoption/amendment of agenda

- Gary motioned to adopt the agenda amended to include public comment.
- Angie seconded the motion
- Gary asked as to whether there was a limit on public comment. Max of 3 minutes per person.
- Motion passed

Public comment

- Many emails came in today. Gaila and Gary Olsen, Mary Danz, Lisa Luetz, Patricia McConnell, Jim Billings among others
- Gary Olsen--expressed support for Carolyn and library
- Pat Mommarts 4975 N. County Rd F Black Earth--expressed support for having an the library and Carolyn "we do more with less" Town of Black Earth, Vermont
- Mary Boettcher 4967 County Rd. F Black Earth--expressed support for Carolyn, competent and knowledgeable director
- Sandra Stanfield 10900 Stanfield Rd Blue Mounds expressed support for Carolyn
- Lisa Lutz 4975 CR F Black Earth expressed support for Carolyn "always play by the rules"
- Sharon Gaskill Town of Vermont expressed support for Carolyn

- Donna Randall 1348 Thorson Court Black Earth expressed support for Carolyn from daycare point of view
- David Stanfield expressed support for Carolyn
- Heather Reader 1312 Blue Mounds st. Black Earth expressed support for everyone participating in the zoom meeting as well as expressing support for Carolyn upset with the article
- Brian Klaschus 911 Center St. Black Earth expressed support for library
- Jen Schuetz 914 Center St Black Earth expressed support for Carolyn and noted the longevity of the library staff
- Wayne and Susie Barsness 1910 Blue Mounds Street Black Earth expressed support for Carolyn
- Barbara Borns--Linda or Carolyn will follow up as it appears she was having technical issues

5. Reading and approval of minutes

- Mary motioned to approve the minutes
- Gary seconded
- Motion passed

6. Friends of the Library update

- Gary Olsen gave an update. The main discussion point was about fundraising options. Maybe just sending out a request for support with a complimentary face mask or tote bag with a Friends or BEL logo on them. Also discussed the possibility of doing a silent auction. Discussion regarding a joint Mazo and Black Earth scholarship (\$500 a piece).

7. Village update

- Mary gave the Village update. Mary remains the Library rep on the Village Board. No new discussion regarding the front door key/locking process. Budget workshop 10/21 at 6 pm.

8. Discussion/Action on report/recommendations from Library Communications & Finance Subcommittee and/or Library Building Projects Subcommittee

- Discussion: The 20-21 BEL budget proposal was turned into Shellie B today (9/28/20). Shellie and Carolyn reviewed the budget page by page. Shellie had no questions, but did express a couple of concerns regarding language in the BE Village Employee Manual. This may need to be updated. Linda offered to attend the budget workshop with Carolyn.
- Carolyn and Linda will work together on a proposal for the chain of command for communication purposes and changes to the BE Library Employee Manual regarding conduct questions for Library employees.
- Carolyn researched policies from other Libraries and DPI that might be similar to what is needed to address this situation.
- Approved the support of the freedom to read, need to look at the ALA Library Bill of Rights. This has implications for the type of complaint we got related to equity, diversity,

and inclusion. Also need to review the Collection Development policy (materials selection policy) related to the concern form. Carolyn will inform the Library Board regarding this after she reviews this information.

Building Project subcommittee

- Scott Patchin said he would be interested in being part of the committee
- Friday 10/23 10-11:30 am all members of the building project subcommittee will attend a free webinar about renovating existing library space/building new options

9. Discussion/Action 2021 Library Budget Proposal

- No new information since the budget meeting is 10/21 pm

10. Discussion/Action on adopting revised, updated or new policies, including personnel manual and Library Bill of Rights

- Personnel Manual
 - Gary had some suggested edits he will pass on to Carolyn
- Library Bill of Rights--
- Gary motioned to table until November
- Angie seconded
- Motion passed
- Linda made a motion to table the bylaws and other policies, table of contents, hours of operation until November
- Gary seconded the motion
- Motion passed

11. 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. (Library director concerns) (Roll call vote)

- Roll call vote: Angie aye, Gary aye, Heather aye, Mary aye, Linda aye

12. Consideration/motion to arise from closed session

- Gary made a motion to arise from closed session
- Heather seconded the motion
- Motion passed

13. Consideration/motion on action from closed session

- Gary made a motion to recommend that the Library Board president and Mary Scott present the following statement at the Village Board at the next meeting (11/10) and to give the Director freedom to share it with the Library staff :
 - An employee had concerns regarding verbal interactions with the Director. The employee was unaware of what the procedures were in order to discuss the

concerns, and took their concerns to the Village Administrator, Shellie Benish. The process has been clarified, all parties have resolved the issues at hand and no formal complaints have been made regarding the employee or the Director. After extended discussions, the Library Board supports the path forward chosen by all parties. The Library Director is working with the Library Board to develop a procedure to help prevent future miscommunications. Furthermore the Library Board, through the Library Finance and Communications Subcommittee, is working on developing better communications with Village representatives. the public and other partners.

- Heather seconded the motion
- Motion passed

14. Treasurer's Report

- Gary motioned to table to the Treasurer's report
- Angie seconded the motion
- The motion passed

15. Action on bills

- Linda presented the bills
- Angie motioned to approve the bills
- Mary seconded the motion
- The motion passed

16. Director's Report

- Carolyn presented the Director's Report. Dennis Wood stated there will be a Veteran's Day program, so presenting the quilts will happen on 11/11 at 11 am.
- Mary motioned to accept the amended Director's Report
- Heather seconded the motion
- Motion passed

17. Discussion/Action on Thanksgiving weekend closure

- Gary motioned to accept Carolyn's recommendation to be closed from Thursday-Sunday due to covid-19 restrictions
- Heather seconded the motion
- Motion passed

18. Discussion/Action on use of LSTA funds to purchase exterior WiFi access point

- Heather motioned to authorize purchase of an exterior WIFI access point and installation costs
- Gary seconded the motion
- Motion passed

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

- Heather resigned as Library Board member/secretary.

20. Adjournment

- Gary moved to adjourn the meeting at 9:58 p.m.
- Angie second the motion
- The motion passed.