

## Black Earth Library Board Minutes 9-15-20

### Join Zoom Meeting

<https://us02web.zoom.us/j/85953821083?pwd=OURtV1dFblonNkhVKzRaaVZuQU52Zz09>

Meeting ID: 859 5382 1083

Passcode: 316987

#### 1. Call to order

- Linda called the meeting to order at 7:03 p.m.

#### 2. Roll call of members

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

#### 3. Proof of posting

- Linda read this aloud

#### 4. Adoption/amendment of agenda

- Heather motioned that we adopt the amended agenda
- Gary seconded
- The motion passed

#### 5. Reading and approval of minutes

- Heather motioned to approve the amended minutes
- Gary seconded the motion
- Motion passed

#### 6. Friends of the Library update

- Friends are discussing swag options for possible fundraisers. Miles created some tote bags for the fundraiser. Face masks are another option being considered. Some questions regarding the possible vendors for the fundraiser arose. Carolyn will follow this up.

#### 7. Village update

- Mary gave her report. Regarding the section 125 in Village Employee Manual, Shellie responded that it was just an obscure reference, never before discussed in her time as Village Administrator. It was suggested that they (Village Board/Administrator) would be looking at the Village Employee Manual for future possible amendments. Village Administrator questioned why the Library Board was submitting their own employee manual. Chapter 43 autonomy was explained by Mary. Troy, Shellie, and Mary had more discussion. Mary was asked if the LFSC exists? For what purpose? Mary explained that this was to streamline things and to make BEL board meetings move more smoothly. The Library Board Building and Planning Committee was also introduced. Something on the Library's Facebook page was brought up by Troy. The Library Board would need to be part of changing the actual library logo, but it was a Facebook post, not an actual change. Linda, as the Library Board president tried to follow up with the person filing the open records request regarding the issue. She was given an erroneous email the first time, but was successful in contacting the person with a second email address. There may be an issue with Kirsten's future programming because of the Village's new TV mounted on the wall that was previously used for projection display.

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

- Following motions were discussed:
  - It is the goal of the Library Board to approve the budget proposal at the September Library Board meeting. As such, the budget proposal will not be shared externally until after the September Library Board meeting.
  - Linda motioned to approve the above motion.
  - Angie seconded the motion
  - The motion passed
  
- Mary motioned to recommend the BE Library Board not reauthorize the BE Library Section 125 plan after December 31, 2020.
  - Heather motioned to not reauthorize the section 125
  - Angie seconded the motion
  - Motion passed
  
- Angie motioned to recommend the BE Library Board remove the cash in lieu benefit as of December 31, 2020.
  - Mary made a motion to not reauthorize the cash in lieu benefit
  - Gary seconded the motion
  - Motion passed

Angie suggested we bring the revisions to the BE Personnel Manual back to the September library board meeting from the CFSC.

- Gary motioned to accept the BE Public Library Personnel Manual as updated on 9/15/2020
  - Heather seconded
  - Motion passed
  
  - Mary motioned to recommend the 20-21 draft of the BE library budget for acceptance by the BE Library Board at the September meeting. See item 9.
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- Because we were almost 2 ½ hours into our CFSC meeting, the Employee pay raise policy discussion was tabled.

9. . Discussion/Action 20-21 Library Budget Proposal

- Discussion of the budget, regarding healthcare etc.
- Gary motioned to approve the 20-21 Budget Proposal
- Angie seconded the motion
- Motion passed

10. Discussion/Action on Process on Complaint Regarding Library Facebook Image

- Linda addressed this after the issue arose in the BE Village Board meeting in early September. Carolyn prepared a statement and will share it. The BE Library board recommended the CFSC take the issue of how complaints could be managed.

11. Discussion/Action on “Ripple Project” Memorandum of Mutual Accountability

- Discussion around the authors of the project and wording of the memorandum.
- Heather made a motion that we sign the memorandum
- Angie seconded the motion
- Motion passed

12. Treasurer’s Report

- Gary presented the Treasurer’s Report
- Angie made a motion to accept the Treasurer’s Report
- Mary seconded the motion
- The motion passed

13. Action on bills

- Carolyn presented the bills.
- Angie motioned to accept the action on bills.
- Linda seconded the motion
- The motion passed

14. Director’s Report

- Carolyn provided the report.
- Heather motioned to accept the Director’s Report.
- Gary seconded the motion
- The motion passed

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

- none

16. Adjournment

- Angie motioned to adjourn at 10:24
- Gary seconded the motion
- Motion passed