

Black Earth Public Library  
Library Communications and Finance Subcommittee (LCFS) meeting minutes  
11/30/2020

1. The meeting was called to order at 7:00 pm.
2. Committee members present include board president Linda Colby and trustees Angie Updike and Mary Scott. Library director Carolyn Shaffer, local newspaper editor Joe Block and library trustee Gary Schuetz were also present.
3. Colby acknowledged the proper posting of the meeting.
4. Schuetz was appointed as the temporary secretary for the meeting.
5. The committee approved the minutes of the Nov. 2, 2020, meeting with no changes on a motion by Scott and a second from Updike.
6. The committee discussed the mission statement of the LCFS. Using a communications goal and a budget goal established at previous meetings, the committee developed the following draft mission statement.

*The mission of the Library Communications and Finance Subcommittee (LCFS) is to improve communication between municipal boards, departments, administration and consultants to provide assistance and guidance to the library board to achieve more streamlined and efficient operations; and to provide an annual draft budget to the library board.*

Scott motioned and Colby seconded to forward the draft mission statement to the library board for review and possible approval at their Dec. 16, 2020, monthly meeting, with no opposing votes. The committee reviewed several racial equality statements from other libraries. The committee directed Shaffer to develop a statement for Black Earth, pulling ideas and information from relevant and available resources. The committee will review a draft statement at a future meeting.

7. The committee reviewed ideas from state statutes and library trustee training documents to provide a basis for a local library board autonomy statement. Scott and Colby will collaborate on a draft statement for consideration and possible action at a future meeting, using several core ideas as the basis for their statement. The core ideas include: library boards have extraordinary powers and responsibilities; authority granted to library boards is intended to protect the historic role of public library as a source of unbiased information; and the separate roles and responsibilities of the village board and the library board; and the independent role of the library board.
8. The next meeting was scheduled for Dec. 28, 2020, at 7:30 pm.
9. The meeting was unanimously adjourned at 8:08 pm, on a motion from Scott and a second from Updike.