

**LIBRARY BOARD
September 23, 2020**

**LIB20200923-1
UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin was held Wednesday, September 23, 2020 using the Zoom app.

The meeting was called to order by President DeWayna Cherrington at 6:35 pm.

Roll Call: Present: DeWayna Cherrington, Joycelyn Russo, Sue Karlman, Council Member Sherry Bublitz, Meghan Wielebski

Excused: Todd Bugnacki, Debra Goeks

Also Present: Linda Pierschalla, Library Director

STATEMENT OF PUBLIC NOTICE

President Cherrington acknowledged that the agenda for this meeting was distributed and posted in compliance with the Wisconsin Open Meetings Law.

COMMENTS AND SUGGESTIONS FROM CITIZENS - None.

APPROVAL OF MINUTES

Motion made by Council Member Bublitz, seconded by Meghan Wielebski, to approve the August 26, 2020 minutes. Motion carried unanimously on a roll call vote.

APPROVAL OF BILLS AND FINANCES

Director Pierschalla clarified the phone item increase. It is due to an AT&T fee change after last year's budget was set. Also noted were the two staff retirements that occurred after the budget was set.

Motion made by Council Member Bublitz, seconded by Joycelyn Russo, to approve the bills. Motion carried unanimously on a roll call vote.

REPORTS

Director's Report

Director Pierschalla announced the hiring of four new staff: Sara Finch and Elaine Steffen are new Library Aides in Circulation; Heidi Griffin and Katelyn Morrison are the new Youth Services Assistants.

The Tinker Lab is now set up to allow reservations from families who want to work on a project at the Library. The Youth Service staff also have Grab and Go craft kits for patrons to take

home. The Friends of the Library are starting a series of monthly “pop-up” sales near the fireplace to create more revenue. Book donations have increased, and storage is crowded.

Library books are now being quarantined for 96 hours. Van delivery returned to five days a week after Labor Day. This impacts the community room space.

School Report- None

UNFINISHED BUSINESS

Review and Discuss Preliminary 2021 Budget; and Action Thereon

The 2021 Budget was presented and discussed. Salary increases have been a priority in the City this year. The increase in health care costs is not finalized yet. It could be as high as 12%. The Council is due to address the longevity issue at its next meeting. Reimbursement for Covid expenses for 2020 has not been received yet by the City. The Library will be using the fund balance to meet the budget numbers. Ways to increase our donations were discussed.

Motion made by Council Member Bublitz, seconded by Meghan Wieleski, to submit the attached budget proposal to the Council. Motion carried unanimously on a roll call vote.

Discuss Eliminating Overdue Fines on Library Material; and Action Thereon

In October the Library is returning to the former overdue fines policy. It remains a recommendation of the staff to move toward with a fine free policy. The Board agreed to take no action at this time. The Budget is set for next year. The Board agreed to continue to pull data and gather information on this issue and track the policies of neighboring libraries and discuss this again before the next budget cycle.

NEW BUSINESS

Consider Phone System Quote from DataComm; and Action Thereon

CPL received 3 quotes on a new system. DataComm set up the existing phone system and came in at the most reasonable price. Motion by Joycelyn Russo, seconded by Meghan Wieleski, to approve the DataComm quote. Motion carried unanimously on a roll call vote.

ADJOURNMENT

Motion made by Council Member Bublitz, seconded by Meghan Wieleski, to adjourn the meeting at 8:11 p.m. Motion carried unanimously on a roll call vote.

Sue Karlman
Acting Secretary

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