

**LIBRARY BOARD
May 27, 2020**

**LIB20200527-1
UNAPPROVED**

A regular meeting of the Library Board, City of Cedarburg, Wisconsin was held Wednesday, May 27, 2020 utilizing the Zoom app.

The meeting was called to order by President Sue Karlman at 6:37 p.m.

Roll Call : Present - Council Member Sherry Bublitz, Todd Bugnacki, DeWayna Cherrington, Debra Goeks, Sue Karlman, Joycelyn Russo, Meghan Wielebski (7:06 p.m.)

Also Present - Library Director Linda Pierschalla

STATEMENT OF PUBLIC NOTICE

President Sue Karlman acknowledged that the agenda for this meeting was distributed and posted in compliance with the Wisconsin Open Meetings law.

ELECTION OF PRESIDENT, VICE PRESIDENT AND SECRETARY; AND ACTION THEREON

President Sue Karlman nominated the following slate of officers for the year through April 2021:

President: DeWayna Cherrington
Vice-president: Joycelyn Russo
Secretary: Debra Goeks

President Karlman asked if there were any other nominations or discussion.

Members thanked Sue Karlman for her long and effective service as Board President.

Motion made by Council Member Bublitz, seconded by Todd Bugnacki, to accept the slate of officers as nominated by President Karlman. Motion carried on a roll call vote with Council Member Bublitz, Todd Bugnacki, DeWayna Cherrington, Debra Goeks, Sue Karlman, Joycelyn Russo voting aye and Meghan Wielebski absent.

Following the election, President DeWayna Cherrington presided over the rest of the meeting.

COMMENTS AND SUGGESTIONS FROM CITIZENS – None

APPROVAL OF MINUTES

Motion made by Joycelyn Russo, seconded by Sue Karlman, to approve the April 22, 2020 minutes as presented. Motion carried on a roll call vote with Council Member Bublitz, Todd Bugnacki,

DeWayna Cherrington, Debra Goeks, Sue Karlman, Joycelyn Russo voting aye and Meghan Wielebski absent.

APPROVAL OF BILLS AND FINANCIAL STATEMENTS

Director Pierschalla reviewed the financial statements. She noted that revenue from fees and fines is down because fines were suspended during the COVID-19 closure; she does not expect to recoup that revenue. Director Pierschalla and the staff recommend forgiving fines through the month of August as a good-will gesture toward the community.

Money from the book budget has been redirected to purchasing additional supplies needed to deal with the pandemic (Plexiglas screens, cleaning supplies, etc.). Director Pierschalla reviewed her expectations about other expense categories that have been affected by the changes to library operations due to COVID-19.

Motion made by Council Member Bublitz, seconded by Sue Karlman, to approve the bills and financial statements as presented. Motion carried on a roll call vote with Council Member Bublitz, Todd Bugnacki, DeWayna Cherrington, Debra Goeks, Sue Karlman, Joycelyn Russo and Meghan Wielebski voting aye.

Motion made by Todd Bugnacki, seconded by Meghan Wielebski, to forgive fines on overdue material through the month of August. The motion carried on a roll call vote with Council Member Bublitz, Todd Bugnacki, DeWayna Cherrington, Debra Goeks, Sue Karlman, Joycelyn Russo and Meghan Wielebski voting aye.

The library will forfeit some revenue but anticipates that community response will make up for it with donations and good will.

REPORTS

Director's Report

Director Pierschalla described the steps she's taken to implement the strategic plan goal of developing a marketing plan. She also reported on progress toward renovating spaces on the first and second floors into maker spaces and an additional study room. The library has received a grant from the Friends' Library Fund to pay for equipment and furnishings needed for this project. Director Pierschalla reviewed other items from her report, including that the Library has been asked to help Festivals of Cedarburg with activities for a "virtual festival" in June; and the activities the Library will offer in lieu of the Summer Reading Program.

School Report

Todd Bugnacki explained how COVID-19 has changed the way the School District approaches its work and its plans for the resumption of school on September 8, 2020. School facilities will reopen to students and the community on July 1. Cedarburg School District is part of a consortium of districts in southeast Wisconsin that is looking at what other states are doing to reopen schools. Commencement for the class of 2020 is August 8, though it is not yet certain what form this will

take. The building project continues; there will be a ribbon-cutting and open house in early October at all facilities.

NEW BUSINESS

Discuss Library Reopening; and Action Thereon

The Board and Director Pierschalla discussed the Library's plans for reopening and reviewed the draft of the Library Operation Plan During a Pandemic.

Motion made by Debra Goeks, seconded by Council Member Bublitz, to adopt the Library Operation Plan During a Pandemic as presented, with the changes agreed upon during the discussion. The motion carried on a roll call vote with Council Member Bublitz, Todd Bugnacki, DeWayna Cherrington, Debra Goeks, Sue Karlman, Joycelyn Russo and Meghan Wielebski voting aye.

Review and Certify Code of Ethics; and Action Thereon

The Board certified that each member has reviewed the City's Code of Ethics.

ADJOURNMENT

Motion made by Joycelyn Russo, seconded by Council Member Bublitz, to adjourn the meeting at 8:21 p.m. The motion carried on a roll call vote with Council Member Bublitz, Todd Bugnacki, DeWayna Cherrington, Debra Goeks, Sue Karlman, Joycelyn Russo and Meghan Wielebski voting aye.

Debra Goeks
Secretary

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