

MINUTES

McMillan Memorial Library
Board of Trustees
June 17, 2020

DRAFT

Subject to
Approval

President Galvan called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: Andrea Galvan, Anne Zacher, David Farmbrough, Craig Broeren, Susan Feith, Susan Bovee, William Clendenning, Scott Kellogg, and William Hascall.

Absent: Kevin Finbraaten and Heather Gygi

Administration: Andrew Barnett, Vicki Steiner, and Brian Kopetsky.

Others in attendance: Alicia Woodland, Peter and Mary Manley

CORRESPONDENCE: There were no items of correspondence.

MINUTES: **A motion to approve the Minutes of the May 20, 2020 Library Board meeting was made by Mr. Clendenning, second by Mr. Hascall. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for June 2020. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Mr. Kellogg, second by Ms. Zacher. Motion carried**

Director's Report:

Library Use and Events – Adult, Teen and Children's summer program are starting, with many virtual programs (storytime, trivia, yoga, write night) and some outdoor events (bike tour, story walk). Our photo contest entrants are on display in the Lower Lobby. We hosted a blood drive on June 12 and will offer another on June 26.

Building & Grounds – The balcony waterproofing has been delayed as the contractor's workers did not want to travel yet. We have accepted a proposal for a new zoned, computer controlled irrigation system. A \$3,400 HVAC repair had our system operating at full capacity, but one of the eight compressors need replacement.

Pandemic Related Matters – We reopened on June 15th, with some limitations as recommended by Asprius Work Well. Monday – Friday from 9:00 am to 6 pm. Staff will wear masks and masks will be provided to any patron who wants one. No computers as we work out how to most safely provide them. We hope to have three operating by next Monday. Self-check has been made touchless. Shielding at both service desks. Hourly cleaning of "touch points", twice a day cleaning of restrooms and strict enforcement of our Rules of Conduct. Almost no chairs or tables. The parking lot Wi-Fi has been upgraded and is now strong in both lots. We will be flexible as much of this is new. Curbside has slowed since we opened.

Committee Reports: The Learning Futures Capital Campaign Committee met on May 27, June 3, 10 and 17. Fundraising progress was discussed. A grant of \$5,000 has been received from the WE Energies Foundation.

OLD BUSINESS: The Wisconsin Rapids City Council approved \$109,000 at their meeting last evening. The grant from Legacy Foundation should be fully matched. Mr. Barnett shared a document on the project and Capital funding. A new goal going forward should be set. Ms. Feith noted that fundraising is hard now but can be the best time as the Library is at the core of the community especially now with what is happening in our community. People will be compassionate.

A motion to set the new fundraising goal at \$400,000 was made by Mr. Hascall, second by Mr. Broeren. Motion carried.

The Capital Campaign Committee will meet on Wednesday June 24th at 5pm.

NEW BUSINESS: Mr. Farmbrough volunteered to draw up the slate of officers for next month's meeting.

A motion to adjourn was made by Mr. Farmbrough, second by Mr. Broeren. Motion carried and the meeting adjourned at 5:39 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on July 15, 2020 at 5:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary