

NEUSCHAFER COMMUNITY LIBRARY BOARD MEETING

Date: February 15, 2021

Present: Amanda D'Arcy, Ruth Ann Heeter, Bobbi Marks, Judy McGowan, John Ohlson, Carolyn Schmidt, Betty Ulman, Natalie Snyder. The meeting was called to order at 5 p.m. by McGowan.

Public Input:

Sue and Lloyd Mathison asked where 2020 budget which was not spent went and if it was available to use into 2021. Marks stated that most of the funds were for wages. There is no transfer of unused funds to future years.

Director's Report:

Dated 2/15/21 was presented.

Treasurer's Report:

Donation Checking Account (Premier Bank checking) as of 1/31/21 \$60,105.63.

Donation Money Market Account (Farmer's State Bank) as of 1/31/21: \$21,434.43.

Motion to accept by Heeter, second by Marks. Motion carried.

ACTION ITEMS:

New Board Members: Amanda D'Arcy and Carolyn Schmidt were introduced as new Library Board members. Thanks was given to Ruth Ann Heeter and Betty Ulman for their years of service.

Election of Secretary and Treasurer: Motion by Ohlson, second by McGowan to appoint Carolyn Schmidt as Secretary and Bobbi Marks as Treasurer for the current term of office. Motion carried

Meeting Agendas: Motion by McGowan, second by Schmidt to post the Board agenda on the Library website and the Village Hall door. The Village website will direct people to the Library website. Motion carried.

Minutes: Minutes from the 1/11/21 and 1/19/21 meetings were reviewed. Motion to accept by Marks second by McGowan. Motion carried.

Payment of bills: Motion by Marks, second by D'Arcy to approve payment of bills through 2/5/21 Motion carried. The Budget Update Report as of Jan 31 was presented.

DPI Annual Report: Motion by Schmidt, second by D'Arcy to authorize signing this report. Motion carried.

Laptop Grant: Motion by McGowan, second by D'Arcy to approve policies regarding the use of laptops received through the PSC Laptop Grant program. Motion carried. The Library received 4 laptops. OWLS assisted in developing policies, the Appleton Library ran a trial and wrote the grant.

CARES Grant: The Library will look into the use of funds for wiring for workstations for social distancing.

BOUNCE BACK Plan: The plan was reviewed and, per the plan, on 2/17 the Library will open for public computer use and curbside services.

Wolht Grant: Motion by Marks, second by McGowan to approved the updated design plan. Motion carried. A committee made up of Snyder, Thauer, Mathison and Hacklander will select colors.

COVID absence policy: The Village personnel policy was discussed.

Raises: Motion by Marks, second by McGowan to approve a 2.5% salary increase for Library staff. Motion carried.

Road to Recovery reimbursements: Discussion followed.

Double Black Spinner request: Motion by McGowan, second by Schmidt to ask the Village Board for permission to place a double black spinner for free books in the hallway on a permanent basis. Motion carried.

Storage: Discussion was held regarding items currently stored in the police garage.

Donation Account funds transfer: Motion by Marks, second by D'Arcy to authorize transfer of \$950 from the Donation Account to the Village. Motion carried.

County Appointments: Waupaca County will be appointing Jaleen Hacklander and Martha Bailey to serve on the Library Board, as of 5/1/21.

Adjournment: Motion to adjourn the meeting at 6:34 p.m. by Schmidt, second by D'Arcy. Motion carried.

Next meeting: March 8, 2021 at 4 p.m. Respectfully submitted, Ruth Ann Heeter, Outgoing Secretary.