

**Eager Free Public Library
Board of Trustees Meeting
Meeting Minutes from August 5, 2020**

1. Call to Order

President Eloise Eager called the meeting to order at 5:30 p.m. Trustees present: Eager, Susan Kruser, Wally Shannon, Sharon Cybart, Mandi Firgens, Vicki Lecy-Luebke

Absent: Gwen Clendenning

Also present: Library Director Megan Kloeckner

2. Approval of June and July Meeting Minutes

Shannon moved to approve the minutes of the regular meeting of June 30; Kruser seconded the motion. All approved; motion carried. Firgens moved to approve the minutes of the special meeting of July 7; Shannon seconded the motion. Motion carried.

3. Public Comment

None

4. July Bills

Kruser moved to accept the bills as presented; Cybart seconded the motion. Discussion and vote called. Roll call: Ayes—Eager, Shannon, Firgens, Lecy-Luebke, Cybart, Kruser. Motion carried.

5. Librarian's Report

Kloeckner provided the Board with the "July Report" which documented statistics for circulation and technology usage. Due to the Coronavirus Pandemic, numbers continued to show significant decreases from similar time periods of last year. Programming statistics will be updated at the end of the year or with the Annual Report, Kloeckner noted. A detailed expenditure report was emailed to the Board prior to this meeting.

6. Treasurer's Report

None

7. ALS Board Report

None

8. Old Business

a. Expansion

Errors need to be corrected on the donor boards, Eager reported.

b. Steps for Reopening

Sneeze guards should arrive August 7 which would allow reopening to begin the following week. When that happens, patrons will be allowed to come into

the library to browse on Tuesday, Thursday, and Saturdays. Monday, Wednesday, and Fridays will continue curbside pickup. Hand sanitizers are available and computers will remain on a one hour reservation schedule.

9. New Business

a. Policy Review

Shannon moved to accept the Emergency Policies document with minor corrections; Lecy-Luebke seconded the motion. Discussion included the idea of making phone numbers and email addresses of Board members available to staff and Board members. All approved; motion carried.

b. 2021 Budget

Kloeckner will submit a draft to City Administrator Ian Rigg by the end of this month. A presentation to the City Council will occur in September. Board members are to contact Kloeckner if they have any requests of categories that need focus.

10. Closed Session

Shannon moved to go into closed session as per Section 19.85(1)c. Kruser seconded the motion. Roll call: Ayes—Eager, Firgens, Cybart, Lecy-Luebke, Kruser, Shannon. Entered closed session at 5:55 p.m.

The purpose of closed session is to consider employment, promotion, compensation, or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility.

Kruser moved to leave closed session; Eager seconded the motion. Roll call: Ayes—Firgens, Cybart, Shannon, Lecy-Luebke, Eager, Kruser. Closed session ended at 6:30 p.m.

11. Adjourn

Kruser moved to adjourn the meeting; Cybart seconded the motion. All approved. Meeting adjourned at 6:31 p.m.

Next meeting: August 25, 2020

Minutes by: Trustee Lecy-Luebke

Note: Minutes of the Library Board of Trustees are not official until approved by the Library Board of Trustees at a meeting called and noticed for that purpose.