

St. Francis Library Board
Meeting Agenda
September 10, 2020

1. Meeting was called to order by Richard A. at 5pm.
2. **Present:** Amy Krahn, Ava Voltner, Kathy Frymark, Richard Adamczewski, Kathy MacAveney, Mark Uecker, and Shawn Freier was excused.
3. **Statement of public notice:** The meeting was properly posted with at least a 24 hour advanced notice.
4. **Approval of minutes:** The minutes from the meeting held on August 12, 2020 were approved on a motion by Richard L. and seconded by Mark U.
5. **Approval of August claims:** Claims were approved on a motion by Richard L. and seconded by Kathy F.
6. **Reports:**
 - a. Chairperson: Richard A. discussed with the board moving the meeting to October 15 on a Thursday at 4pm. The board agreed on this change. Richard stated the mayor wanted to express his thanks to the director and library staff for the great job that they are doing for the community
 - b. School Representative: Kathy stated there are two new principals for the district. One at Willow Glen Elementary and one at Deer Creek Middle School. On September 15, Kathy stated that the district will decide whether schools will be opening or staying with virtual learning.
 - c. Friends: The annual meeting is Wednesday September 16, at 10am.
 - d. Directors report: The report is on file. Amy stated that LDAC is looking at online tutoring and will decide in October which website will host the service. Our library can then offer this service to our patrons. Amy updated the board on COVID 19 matters and that we are holding steady. There was a request to hold books in quarantine for five days instead of four. Lack of space has prohibited us from going to five days. Finally, Steve is upgrading the air filters for the library.
7. **Unfinished Business:** There was no unfinished business.
8. **New Business:**
 - a. 2021 Budget Draft: Amy present the board with the 2021 budget that will go before the city for approval. She will keep us updated.
 - b. Policy Review: Collection Development Policy-The revised policy was passed on a motion to approve the policy changes by Kathy M and seconded by Richard L.
 - c. Policy Review: Reconsideration of Library Materials Policy- The motion was passed by Richard L and seconded by Kathy M.
 - d. Pollinator Garden Project: Amy presented the board with a proposal to create a pollinator garden that would attract butterflies on the terrace space of the parking lot. She will be asking for city assistance and approval. She will get back to the board on this project.
9. Adjourned at 4:40pm after a motion by Richard L. and seconded by Mark U. and the motion passed.

Submitted by Ava Voltner