

## St. Francis Library Board

### Meeting Minutes

December 10, 2020

1. The meeting was called to order by Richard A. at 4 pm.
2. **Present:** Amy Krahn, Kathy Frymark, Richard Adamczewski, Kathy MacAveney, Mark Uecker, Richard Lenz, Ava Voltner, and Shawn Feirer.
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 library board meeting of November 12, 2020 were approved on a motion by Richard L. and seconded by Kathy M.
5. **Approval of November Claims:** Claims were approved on a motion by Shawn F. and seconded by Mark U.
6. **Public comments:** None
7. **Reports:**
  - a. Chairperson- Richard A. referred to the health directors report and reiterated that the library is not closing.
  - b. School Representative- The schools are staying closed until after New Years Day. They will try to start hybrid in January if possible. There is a book club started at Deer Creek. The high school is creating a Minecraft world.
  - c. Friends- The friends raffle went well. They collected \$900.
  - d. Director- The report is on file. Amy reported there was another \$100 donation to the library. An employee will be on a two week non Covid related leave. Virtual programming and book clubs will continue as before.
8. **Unfinished Business:**
  - a. Quarantine-related Closures and Staff Pay- The library board is following the city's COVID 19 and CARES Act plan for closures and staff pay. However, the board would give Amy the authority to close the library for 48 hours if there was a staff shortage due to Covid 19. After the 48 hours the board would meet for further action. This plan was passed on a motion by Shawn F. and seconded by Richard L.
9. **New Business:**
  - a. COVID 19 Plan- The plan passed on a motion by Shawn F. and was seconded by Kathy F. With the exception that one full-time library staff member must be present.
  - b. Cares Act- Passed on a 5 to 1 vote, with Shawn F. making the motion and Kathy F. seconded it.
  - c. 2021 Library Board Meeting Dates- The library board dates for 2021 were approved on a motion by Richard L. and seconded by Mark U.
  - d. Unused Vacation Rollover- The board approved the vacation rollover on a motion by Mark U. and seconded by Shawn F.

- e. Budget approval- The board approved the library and capital budget for 2021 on a motion by Kathy M. and seconded by Shawn F.
10. Adjourned at 5:10pm on a motion by Shawn F. and seconded by Mark U.

**Submitted by Ava Voltner**