

Minutes March 17, 2020
Edward U. Demmer Memorial Library
Library Board of Trustees Meeting

Trustee Attendance: Dianna Blicharz, Steve Garbowicz, Dan McKissack (via phone), Kathleen Olkowski, Patty Wallesverd

Absent: Ann Asbeck (excused)

Other Attendees: Erica Brewster (director)

Dan McKissack called the meeting to order at 4:30 p.m.

Agenda:

Motion by Steve, seconded by Dianna, to approve the agenda in any order. All ayes, motion carried.

Approval of Minutes: Motion by Patty, seconded by Kathleen, to approve the minutes of the February 18, 2020 regular meeting as presented. All ayes, motion carried.

Correspondence:

Committee Reports:

Three Lakes Public Library Foundation: Has not met and a meeting is not yet scheduled.

Oneida County Library Board: Meeting was held Thursday, February 20, 2020. Main discussion focused on the System Inquiry Task Force formed to respond to MCPL's initiative to move to South Central Library System.

Strategic Planning workgroup: Library staff met with facilitator on March 3 to review and discuss input to action plans and their feedback is being incorporated into the action plans. The next meeting of the SP workgroup is will be rescheduled following coronavirus concerns have passed.

Director's Report:

- Director's Report: Erica reviewed her monthly director's report.
- Green space/construction update: Green space committee met on 3/5/2020 and reviewed the initial CAD drawing from submitted sketches. Those in attendance liked the basic layout for walkway/major spaces, but expressed concern that the benches and landscaping was "too much" for small space. Also heard from Historical Museum regarding the addition of a 4'x8' "Welcome to Three Lakes" sign planned for the sports shed; the Legion regarding donation of flag poles and flags for Veteran's Memorial portion, the Chamber regarding Trex plastic recycling program for donation of benches and feedback on use of memorial bricks.

No further construction work has been completed either on remediation of roof icing or other punch list items.

- System/Vcat updates: Updates from the system are currently focused on the potential threat of corona virus, including the imminent closure of schools and potential for further restrictions on gatherings, meetings, and public buildings/services.

Board members, in light of the uncertainty posed by the pandemic, noted that they wanted to fully support the ongoing financial support of staff through payment of budgeted wages as long as was possible should active employment not be possible. Further action would be taken as needed.

Budget Review:

Motion by Dianna, seconded by Patty, to approve vouchers 23 - 33 for February-March 2020 for payment from the town account. All ayes, motion carried.

Motion by Steve, seconded by Kathleen to approve checks from the special account. All ayes, motion carried.

Motion by Steve, seconded by Patty, to approve \$2,000 for Essential Restoration, LLC, for removal of ice dams (in arears). All ayes, motion carried.

Reviewed the 2020 expenditures to date.

Review mini-grants: reviewed mini-grant for student art month. Motion by Dianna, seconded by Patty, to approve mini-grant from special account donations. All ayes, motion carries.

Old Business:

- 2020 Candidate Forum: Will contact the candidates to see if we can do a recorded session with the candidates. Steve will still moderate, Patty will assist with questions, and Dianna and Dan will help as necessary.

New Business:

- Review/approve – R. Inclement Weather and Emergencies Policy: changes discussed will be brought back to a future meetings.
- Review/approve – Ra. Inclement Weather and Emergencies Policy, Infectious Disease Addendum: Accepted as presented. An additional addendum will be created with procedures for health, fire, and severe weather emergencies.

Concerns and comments from trustees:

Future agenda items:

Comments from citizens: None

Next Meeting: Regular meeting April 21, 2020, 4:30 pm at the Demmer Library Tamarack Room.

There being no further business, Dianna moved to adjourn, seconded by Patty. All ayes, motion carried. The meeting adjourned at 5:34 PM.

Respectfully submitted: Erica Brewster, Director