

Minutes May 19, 2020
Edward U. Demmer Memorial Library
Library Board of Trustees Meeting

All attendees via teleconference per COVID-19 Safer At Home public meeting requirements

Trustee Attendance: Ann Asbeck, Dianna Blicharz, Jeff Boehm, Steve Garbowicz, Dan McKissack, Kathleen Olkowski, Patty Wallesverd

Absent:

Other Attendees: Erica Brewster (director)

Ann Asbeck called the meeting to order at 4:30 p.m.

Agenda:

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

Approval of Minutes: Motion by Kathleen, seconded by Dan, to approve the minutes of the April 28, 2020 regular meeting with correction. All ayes, motion carried.

Correspondence:

Committee Reports:

Committee reports were postponed until next regular meeting or following the end of the COVID-19 closure.

Director's Report:

- **Director's Report:** Erica reviewed her monthly director's report. Noted staff would like to use programming funds to purchase gift certificates to local businesses as prizes for summer reading to as a means of economic support. Would like to include as many businesses as possible.
Update to west door locking failure: technician came on 5/14 and found a loose wire; door is now functioning.
Dianna recommended promoting Beanstack through the school lunches before the end of the school year.

Budget Review:

Motion by Steve, seconded by Dan, to approve vouchers 45- 47 for April-May 2020 for payment from the town account. All ayes, motion carried.

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

Reviewed the 2020 expenditures to date.

Reviewed the application for mini-grant for support of community drive in theater event. TLPLF has since approved a donation of \$500 towards this event and organizers report they have secured enough funding to schedule the event for June 20-21. Additional funds would allow them to offer additional movies with more licenses, etc. Motion by Steve, seconded by Dianna, to approve the mini-grant proposal in the amount of \$250 contingent upon the event obtaining any necessary permits. All ayes, motion carried.

Old Business:

- None

New Business:

- Library limited service plan update beginning 5/26/2020: Further additions to plan: currently proposing “open” days/hours of Tuesday, 9AM – 5PM, Wednesday, 12 – 7 PM, and Thursday 9 AM – 5 PM. There was discussion about public safety features
- Discussion – remembrance in honor of former Friend of Library/other memorial bequests: Pat Hine served as treasurer of the Demmer Library Friends of the Library, was a driving force behind the annual “Spring Fling” fundraiser, and contributed extensively to the exterior beautification of the library building for many years. Dianna suggested an appropriate remembrance of Pat would be through landscaping or enhancing the outdoor appeal of the new building. Erica reported on another anonymous donor bequest, plus the Joey Wojtusik memorial.

Erica will have a conversation with Foundation treasurer Nancy Kimla about establishing a memorial fund for Pat Hine, while incorporating other bequests, dedicated to the beautification of the exterior of the building. Dianna will ask for this to be placed on the next Foundation meeting agenda.

Concerns and comments from trustees:

Future agenda items:

Comments from citizens: None

Next Meeting: Regular meeting June 16, 2020, 4:30 pm via video/teleconference or in the Demmer Library Tamarack Room.

There being no further business, Steve moved to adjourn, seconded by Dan. All ayes, motion carried. The meeting adjourned at 5:26 PM.

Respectfully submitted: Erica Brewster, Director