

Secretary's Report 6/2/2020

The meeting was called to order at 6:37 p.m. by President Jean Steinman.

All members six feet apart with face masks due to COVID-19.

Trustees present: Jean Steinman, Mary Heeren, Bonnie Holzinger, Yvonne Ratermann, Gwen Fischer, Angie Becker, and Judy Kampwerth - Jim Sprengel (on Zoom)

Trustees absent Cyndi Riley

Also attending Kelly Zurliene, Librarian

Secretary's Report: A quorum was established Mary Heeren made a motion to accept the Secretary's report; Angie Becker seconded it and the Secretary's report was accepted.

Treasurer's Report: Gwen Fischer made a motion to accept the Treasurer's report Yvonne Ratermann seconded it. A roll call vote was called, and the motion was approved.

Librarians Report: Kelly reported:

No programs at this time – this will be reviewed at a later date.

Kelly had been delivering books. She delivered books to over 80 patrons -some to other towns. People were very appreciative -several sent notes of thanks.

Kelly sat in on a Zoom Meeting with the IHLS and ILA Library on reopening guidelines. There were 5 presenters. She reported the following overview:

- Delivery system will not start until July 13
- Books must stay 3 days in the book drop tubs before unpacking or sending back
- Books will be delivered in corridor in back of library
- 6 feet between computers (some will have to be moved)
- Separate workspaces for staff – each use own computer
- No signing in for computers on the clip board
- Breese library non -residents dues will be extended 12 weeks
- 1 Bathroom for Staff – 1 bathroom for patrons
- Recommended to remove all seating (the couches, chairs in reading area)
- Put away all toys and seating in the children's room
- Automatic Hand sanitizers for entrances (Kelly has on order)
- Large sign at entrances with guidelines and policies spelled out

Kelly informed board curbside will resume on June 8 Monday -Friday 10 -2 Wed 2-7

Kelly and Board brainstormed on the opening of the library to patron.

Kelly thanked the Board for supporting the Library staff. They were grateful for the support.

Committee Reports

Building: None

Finance: None

Books: None

Unfinished Business:

Gwen Fischer made a motion to go into Executive Session. Bonnie Holzinger seconded the motion at 7:45pm.

Mary Heeren mad a motion to leave Executive Session. Bonnie Holzinger seconded the motion. Executive session ended

New Business: Jean Steinman made a motion to raise salaries starting July 1st as follows:

Kelly -- \$3120 (annual)

Diane, Sheila, Carol, and Jan .50 an hour

Mary Heeren made a motion to adjourn the meeting at 8:09 p.m. and it was seconded by Bonnie Holzinger.

The next meeting is scheduled for Tuesday, July 7, 2020 at 6:30 p.m.

Jean Steinman, President

Yvonne Ratermann, Secretary