

Lester Public Library of Arpin Meeting Minutes

8091 County Road E, Arpin, WI 54410 May 4th, 2020 at 11 a.m.

Called to Order by President Jill Richardson at 11:03 a.m.

Present: Jill Richardson, Lesley Bauer, Katie Hartwig, Melissa Hardinger, Shirley Dupee, Rebecca Niese, Jamie Delikowski

Absent: Karmen Bouma

Additional Attendees: Director Stacy Kundinger, James Bauer, Monica Meldrum

Approve March 2020 minutes

Move to accept March minutes as presented.

Motion made by Jill Richardson, Seconded by Lesley Bauer, Motion passed.

Approve March 2020 expenses

Move to accept March expenses as presented.

Motion made Katie Hartwig, Seconded by Jill Richardson, Motion passed.

Approve March 2020 payroll

Move to accept March payroll as presented.

Motion made by Katie Hartwig, Seconded by Rebecca Niese, Motion passed.

Approve Compensation to Town Treasurer for Financial Coordination Meeting

Move to accept Town Treasurer compensation fee with changes (a one-time occurrence where the library will pay \$40 to Town and Town will pay Treasurer).

Motion made Melissa Hardinger, Seconded by Shirley Dupee, Motion passed.

Approve April 2020 expenses

Move to accept April expenses as presented.

Motion made Jill Richardson, Seconded by Katie Hartwig, Motion passed.

Approve April 2020 payroll

Move to accept April payroll as presented.

Motion made by Katie Hartwig, Seconded by Melissa Hardinger, Motion passed.

Library Director Report:

- Governor Bounce Back Plan – doing curbside pick up on Tuesdays and Saturdays, Stacy will be attending a Bounce Back meeting Thursday about plans to gradually open.
- Limited delivery starts Wednesday, all items are checked in, items that are ours go into quarantine for four days, those for red box for three days, items coming in red box have already been in quarantine for ten days.
- Summer Library Program – programs at park are easy to social distance, have not heard anything from presenters except for one. Arpin and Vespers library directors are discussing the possibility of not having that presenter based on cost of doing solely virtual program.
- Monica and James are working 12 hours a week. Joyce is fine with not working.
- DPI guidelines say only one person can work essential service, doing inventory, working curbside pick up.
- Logo – samples received are different than proposal. Further communication will occur.

Board Discussion:

- Library Director Review – postpone
- Library Assistant Review – postpone
- Flag Compliance – clip broke once again on flagpole, discussion of adding light to be compliant.

Approve flag compliance

Move for Stacy to purchase a flag and solar light not to exceed \$200.

Motion made by Jill Richardson, Seconded by Melissa Hardinger, Motion passed.

- Memorial Donations – no stipulations, ideas include color copier, outdoor display box, new dropbox, digital sign, shelving. Will revisit again next month. Stacy will bring up the indoor/outdoor drop box idea at the next town meeting to see what their concerns will be.
- Possible Change of Library Board Meeting Dates and Trustees – must have 7 trustees, Katie will be going off next month, there are possible people to fill her seat. Discussion was held about changing board meeting date to second Monday of the month to allow for more time between end of the previous month and the next meeting.

Approve board meeting date change

Move for monthly board meetings to be moved to the second Monday of the month starting July 13th.

Motion made by Rebecca Niese, Seconded by Melissa Hardinger, Motion passed.

- Staff payroll during COVID-19 closure – Marshfield is not paying staff for hours not worked, filing for unemployment instead. Discussion will be revisited.

Motion to adjourn by Katie Hartwig, Seconded by Melissa Hardinger at 12:17 a.m.

Next meeting will be held Monday, June 1st at 7 p.m. Meetings are open to the public.