

**Karl Junginger Memorial Library
Board of Trustees Meeting
May 12, 2020**

- I. Call to Order & Introductions
Meeting called to order at 5:05 pm. Present: Art Biermeier, Abby Vosters, Deb Battenberg, Kristen Klein, Tim Jonas, and Kelli Mountford.
- II. Approval of agenda
Vosters moved to approve the agenda, second by Biermeier. Motion passed unanimously.
- III. Approval of open minutes from March 11, 2020
Vosters moved to approve the minutes from March 11, second by Biermeier. The motion passed with four votes in favor and one abstention (Battenberg).
- IV. Correspondence, Appearance, Public Comments
 - *Mountford reviewed the responsibilities of board members per DPI. She also reviewed the basics of the operation of our library.*
 - *Mountford shared a note from Mary Premo.*
- V. Director's Report – The board discussed items from Mountford's written director's report. In addition, Mountford:
 - A. *Shared that one of our student workers has decided to not continue working at the library. Kelli will look into filling that position.*
 - B. *Reported that our statistics have been seriously impacted by the pandemic.*
 - C. *Reviewed the HOOPLA database.*
 - D. *Shared that Meals on Wheels is only delivering frozen meals on Mondays, Wednesdays, and Fridays. Joel is handling all deliveries.*
- VI. Unfinished Business
 - A. Financial monthly reports for March and April 2020 – *Action*
Battenberg moved to approve the financial reports from March and April, second by Vosters. Motion passed unanimously.
 - B. Clark Trust – *Informational*
The Board discussed the Clark Trust.
 - C. Policy 430 – *Action*
Battenberg moved to approve changes to Policy 430, second by Vosters. Motion passed unanimously.
- VII. New Business
 - A. COVID-19 What the library has been doing up to this date – *Informational*
 - *Library has been providing no-contact, curbside pick-up service. During the first week, 65 people picked up items (in all, 362 items were circulated).*
 - *Staff members wear masks and work apart from each other. Phones and computers are sanitized between staff uses.*
 - B. Re-opening the Library – *Action*
Biermeier moved to table this item until the next meeting, second by Klein. Motion passed unanimously.
 - C. Summer Reading Program – *Action*
We will participate in the state's virtual reading program "Beanstack" from 6/15 – 8/8 for our summer reading program. Biermeier moved to table this item until the next meeting, second by Battenberg. Motion passed unanimously.
- VIII. Future agenda items
 - A. *Clark Trust*

- B. Re-opening the Library*
- C. Summer Reading Program*
- D. Elections (vice-president)*

IX. Date, place, and time of next meeting via an online platform
June 9, 5:15 pm

X. Adjournment
Battenberg moved to adjourn at 6:16 pm, second by Biermeier. Motion passed unanimously.

Respectfully Submitted

Kristen Klein