

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
FEBRUARY 15, 2021**

The meeting was called to order at 5:05pm by Library Board President Corinne Herro.

Members present: Corinne Herro, Rose Vander Velden, Dave Hietpas (left at 5:59), and Barbara Wentzel (arrived at 5:43)

Absent: Phil Yunk (excused)

Others present: Holly Selwitschka

Motion by Vander Velden, seconded by Hietpas to approve the minutes of the January 18, 2021 meeting.
Motion carried by unanimous vote.

Board members discussed the cost of Hoopla and recommended dropping the checkout limit per patron back to 5 items per month coupled with stronger advertising of the Overdrive/ Libby ebook service.

Motion by Hietpas, seconded by Vander Velden to approve the February 2021 bills and financial report.
Motion carried by unanimous vote.

Director's report was moved to the end of the meeting in order to vote on action items while there was a quorum of board members present.

Holly shared the quote and overview of the SenSource people counting system. The board agreed that this would be a beneficial service. No vote was taken, but the bill will be approved when presented after the system is ordered and installed.

Holly asked the library board to consider spending not more than \$1,000 on a custom built storage unit to recreate the shared staff office space for the most efficient and diversified use by all the staff who share it. The library board asked for a plan and diagram for projected expenses to revamp the space. They suggested finding a local carpenter or Village department to provide input.

Motion by Vander Velden, seconded by Hietpas to reopen the Kimberly Public Library doors to patron browsing according to the plan that was presented. Motion carried by unanimous vote.

The Kimberly Public Library Patron Conduct Policy was tabled until March.

A brief discussion regarding the Safe Child Policy resulted in the change of policy so that children must be at least 8 years old before they are allowed to use the library unattended by a caregiver.

Motion by Vander Velden to approve the Safe Child Policy with the change of the age of an acceptable unaccompanied child from 5 to 8 years old. Seconded by Hietpas. Motion was carried by unanimous vote.

Wentzel arrived at the meeting at 5:43pm.

The Kimberly Public Library Computer and WIFI Use Policy was tabled until March.

Motion by Vander Velden to approve the Kimberly Public Library Hotspot Circulation Policy, seconded by Hietpas. Motion carried by unanimous vote.

Motion by Vander Velden to approve the Kimberly Public Library Laptop Circulation Policy, seconded by Wentzel. Motion carried by unanimous vote.

Dave Hietpas left the meeting at 5:59pm.

The Library Board returned to the Director's Report, and Holly reviewed items from her report:

- Staff are participating in a Village-Wide Fitness Incentive program, and Holly is offering additional incentives for library staff participation, including time during staff meetings to complete some of the activities as a group.
- The Friends of the Library have officers in place and paperwork is processing.
- The carpet cleaning test resulted in acknowledgement that professional cleaning will not sufficiently modify the carpet. It will need to be replaced as soon as it can be added to the capital improvement plan.
- The final Annual Report for the joint library is complete. The last meeting is Tuesday, February 16 via zoom. All board members are welcome to attend.
- Holly is working on starting a series of discussions on current topics in which teens have a safe place to discuss and learn how to engage in civil discourse about topics of current interest. The series should be launched by the Fox Cities Reads discussion of "George" by Alex Gino.
- Holly has volunteered to serve on the Overdrive Steering committee as a representative of OWLS. The Steering Committee makes recommendations for policies and services to the consortium board.
- Tracy Haack was accepted to serve on the WI Literary Award committee to help other WI Library Association colleagues select the award winning titles in 2021!
- There is a COVID Task force for the Village of Kimberly, and Holly is participating in the planning of COVID-related policy/ opening decisions.

Unfinished business: nothing to discuss.

New business: nothing to discuss.

Items for the next library board meeting include updates on the branding process, marketing proposal, and re-opening plan. Holly will propose a few new policies including computer use, and patron conduct. The next meeting will be Monday, March 15 at 5:00pm in the library.

Motion by Vander Velden, seconded by Wentzel, to adjourn at 6:08 pm. Motion carried.

Submitted by:

Holly Selwitschka, Library Director