

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
MAY 17, 2021**

The meeting was called to order at 5:00pm by Library Board President Corinne Herro.

The meeting was held in the Aspen Room of the Village Hall with an option to attend via Zoom.

Members present: Corinne Herro, Rose Vander Velden, Phil Yunk, Barbara Wentzel, and Dave Hietpas

Others present: Holly Selwitschka, Ann Hardginski (left meeting at 5:20)

Motion by Vander Velden, seconded by Herro to approve the minutes of the April 19, 2021 meeting. Motion carried by unanimous vote.

Motion by Wentzel, seconded by Hietpas to approve the current 2021 bills and financial report. Motion carried by unanimous vote.

Children's Librarian, Ann Hardginski, reported on the library's upcoming Summer Reading Program activities.

Director's Report: Holly highlighted some of the items on the director's report:

- Expanded services: the mask mandate of Outagamie County has been lifted, per CDC guidelines; Meeting rooms reopen to the public on June 1 at 75% capacity
- Update on credit card service – the library will be able to take credit cards over the desk as a customer convenience as soon as the \$250 card swipe hardware arrives.
- The library will make the change in Print Management from Envisionware to the service that OWLS uses and pays for. This will also cover mobile printing. The new software will be installed on May 19, when the library is closed to the public for inservice.
- Holly informed the library board that the Bibliocommons discovery layer has gone live with the online catalog. There were questions about retaining user history and access to Favorite Authors Club.
- Holly updated the library board on the mid-year employee review process, which she has begun with the library staff.

Motion by Vander Velden, second by Yunk, to approve the Kimberly Public Library Meeting Room Policy. Motion carried by unanimous vote.

Motion by Hietpas, seconded by Wentzel, to approved the Kimberly Public Library Volunteer Policy. Motion carried by unanimous vote.

Motion by Hietpas, seconded by Wentzel to approve the Kimberly Public Library Programming Policy with two corrections: strike the typo reference to Little Chute and under Evaluation 1, change will to “may” be evaluated. Motion was carried by unanimous vote.

Motion by Yunk, seconded by Hietpas to approve the Kimberly Public Library 2021 Schedule of Library Closings, with the revision to remain open Saturday, November 27. Motion was carried by unanimous vote.

There was no Unfinished or New Business to discuss.

Items for the Next meeting:

- Consider introducing policies for accepting credit card payments and donations.
- Reports on library fines and the fine-free movement in libraries
- Closed Session for Library Director mid-year performance review
- Provide an update of the Friends of the Library 501-C(3) status

The next meeting will be Monday, June 21 at 5:00pm in the Aspen Room of the Village Hall.

Motion by Hietpas, seconded by Wentzel, to adjourn at 5:50 pm. Motion carried.

Submitted by:

Holly Selwitschka, Library Director