

Kaukauna Public Library Board Meeting Minutes

April 28, 2020

Vice President Fischer called the Kaukauna Public Library Board of Trustees Meeting to order at 5:35 pm.

Present: *O. Fischer, P. Landreman, J. Lucas, M. Kilgas, A. Neumeier, C. Van Boxtel, and J. Vondracek*

Excused: *D. Driessen*

Also present: *A. Thiem-Menning*

Compliance with Open Meeting Law

A Notice of the Meeting of the Kaukauna Public Library Board was emailed and an Agenda for the meeting was posted at City Hall and in the library more than twenty-four hours prior to the meeting.

*In order to follow Safer-At-Home restrictions, the April 28, 2020 Kaukauna Public Library Board Meeting was held virtually via Zoom.

Public Appearance/Correspondence/Announcements

- Thiem-Menning presented Trustee Topic 3 to the board.

Consent Agenda

- Neumeier moved to approve the February Board Meeting Minutes. Seconded by Van Boxtel. Motion passed unanimously.
- Vondracek moved to approve the Financial and Statistics Reports. Seconded by Kilgas. Motion passed unanimously.

Reports

- Thiem-Menning shared updates on how the library has adjusted during the COVID pandemic. There has been an emphasis on safety for both staff and patrons during this unprecedented, ever-changing time. The Kaukauna Library Board commended Thiem-Menning, Schneider, and staff for their hard work and quick adaptations, especially with the popular virtual content being shared by the library.
- The library began offering curbside pickup. Thiem-Menning shared how this has been working and all of the key steps keeping staff and patrons safe while providing this service.
- Thiem-Menning shared updates on how the library may plan to reopen. There are many considerations for this effort, such as PPE, social distancing, limiting the number of patrons allowed in the building at any time, and reductions in programming.
- Congratulations to Cindy Fallona, who was elected as a County Supervisor. This new role unfortunately requires Fallona to resign from the Kaukauna Library Board. We are grateful for her many years of service and dedication to the library and wish her the best in her new endeavor!
- The mid-year Director review may not be performed this year due to the shift in focus from the pandemic.
- Fischer moved to place the reports on file. Seconded by Vondracek. Motion passed unanimously.

Old Business

- None

New Business

- Reopening the Library
- There was more discussion about how to reopen the library safely and how to continue to offer important services like computer related job help, unemployment filing, and Little Free Pantry donations. Thiem-Menning stressed that DPI is working on a plan, but that is has not yet been released. She and staff are working diligently on creating a plan based on what they can find from the state and CDC. The biggest concern for reopen remains cleaning supplies and PPE.

Adjournment

- Motion to adjourn by Landreman. Seconded by Kilgas. Motion passed unanimously.
- Meeting adjourned at 7:55 pm.

Drafted by: Anna Neumeier

Approved by: Ashley Thiem-Menning