

Kaukauna Public Library Board Meeting Minutes

May 26, 2020

President Driessen called the Kaukauna Public Library Board of Trustees Meeting to order at 5:30 pm.

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

Excused:

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.

*The May 26, 2020 Kaukauna Public Library Board Meeting was held virtually.

Public Appearance/Correspondence/Announcements

- Thiem-Menning presented Trustee Topic 4 to the board.

Consent Agenda

- Lucas moved to approve the April Board Meeting Minutes and Financial and Statistics Reports. Seconded by Kilgas. Motion passed unanimously.

Reports

- The board commended Thiem-Menning and staff for their continuous work to provide library services during this ever-changing time.
- Thiem-Menning noted material transit delivery is still not running regularly. The biggest complaint from patrons at this time is being unable to receive material that is on hold.
- The board agreed to reopen the Kaukauna Public Library to patrons on Wednesday, May 27, 2020. The library will follow the outlined Pandemic Policy Thiem-Menning shared with the board, and will continue to maintain flexibility to changes as they occur.

Old Business

- None

New Business

- Kilgas moved to approve the Pandemic Policy. Seconded by Van Boxel. Motion passed unanimously.
- Lucas moved to nominate Olivia Fischer as President. Seconded by Kilgas. Motion passed unanimously.
- Landreman moved to nominate Mary Jo Kilgas as Vice President. Seconded by Van Boxel. Motion passed unanimously.
- Kilgas moved to retain Jane Vondracek as Treasurer and Anna Neumeier as Secretary. Seconded by Driessen. Motion passed unanimously.
- The Budget Committee includes the following board members: Fischer, Vondracek, Landreman, and Driessen.
- The Personnel Committee includes the following board members: Kilgas, Lucas, and Neumeier.
- Driessen will share a Robert's Rules of Order refresher with the board.

Adjournment

- Motion to adjourn by Landreman. Seconded by Neumeier. Motion passed unanimously.
- Meeting adjourned at 6:15 pm.

Drafted by: Anna Neumeier

Approved by: Ashley Thiem-Menning