



beloit public library

Beloit Public Library Board of Trustees

Wednesday, March 18, 2020

605 Eclipse Blvd., Beloit, WI 53511

1. Call to order and roll call – President Maribeth Miller called the meeting to order at 4:00PM.
Members present: Maribeth Miller, Elizabeth Magnus, Mark Preuschl, David Sowl, Diane Lichtenstein, Florence Haley, Rachelle Elliott and Angela Moore. Members Absent: None.
Also present: Library Director Nick Dimassis and Jennifer Laatz, Business Manager.
2. President Miller asked for a motion to table all non-essential business until a future meeting.
Preuschl moved to table all non-essential business to a future meeting. Elliott seconded the motion. **Motion Carried (8-0)**
3. Approval of the consent agenda – Tabled to a future meeting.
4. Public Comment – None.
5. Reports:
 - a. Library Director and BPL Activity Report - Nick Dimassis prepared a written report.
In addition to the written report, Dimassis reported on the following:
 - Dimassis reported on the library closure due to COVID-19. The library closed Saturday evening at 5:30 pm and will remain closed until further notice. Staff came in Monday – Wednesday but will now be working from home. We did curbside pick-up for patrons who had current holds on the hold shelf but that is now suspended. Patrons will not be able to place holds until libraries reopen. IT Manager, Wyatt Ditzler worked with staff to be sure everyone had access at home and Head of Library Services, Jeni Schomber is putting together training materials for staff to do each day during this time period. This is an opportunity for professional development while remaining accountable to the taxpayers. The book drop is currently locked and due dates have been extended to May 1st and fines will not accrue while we are closed. We have information pertaining to all the above on our Facebook page. We are also pushing our digital resources during this time period.
 - We held a virtual pre-bid meeting for contractors bidding on the library build out. We had 5 contractors attend the meeting. Bids are due on March 24th.
 - b. Arrowhead Library System (ALS) – No report.
 - c. Beloit Public Library Foundation – No report.
 - d. Friends at Beloit Library (FABL) – No report.

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March 18, 2020, Approved April 15, 2020

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6. Committees –
 - a. Budget/Facilities Committee – No report.
 - b. Personnel Committee – No report.
 - c. Strategic Plan Committee – No report.

7. Action Items:
 - a. Approval of Lease Agreement between the City of Beloit, Beloit Public Library, and Blackhawk Technical College - The lease was reviewed by the Budget and Facilities Committee and is recommended for approval. Haley moved to approve the lease as presented. Lichtenstein seconded the motion. **Motion Carried (8-0).**
 - b. Approval of the Memo of Understanding (MOU) between Beloit Public Library and Stateline Literacy Council. The MOU was presented at the Budget and Facilities Committee with some changes to keep consistent with the Blackhawk Technical College lease. The Budget and Facilities Committee recommended approval with the changes. Elliott also corrected a numbering issue. Haley moved to approve the MOU as recommended by the Budget and Facilities Committee and with the numbering changes. Preuschl seconded the motion. **Motion Carried (8-0).**
 - c. Monthly financial report and approval of library and café bills – Sowl moved to approve the payment of the bills on the March 16, 2020 warrant in the amount of \$34,531.17 for the Library and \$3,239.72 for the Blender and the recurring expenses of \$115,303.28 for the Library and \$4,515.28 for the Blender. Preuschl seconded the motion. **Motion Carried (8-0).**

8. Motion to Adjourn – Haley moved to adjourn. Magnus seconded the motion. Meeting adjourned at 4:40 PM.

Next meeting: Wednesday, April 15, 2020

Submitted by:
Jennifer Laatz, Business Manager