



beloit public library

Beloit Public Library Board of Trustees

Wednesday, June 17, 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, David Sowl, Diane Lichtenstein, Rachelle Elliott, Angela Moore, Sherry Blakeley, and Megan Miller (non-voting). Members Absent: Florence Haley.
Also present: Library Director Nick Dimassis and Leadership Team Members: Jennifer Laatz, Amy Mitchell, Michael DeVries, Katharine Clark, Jeni Schomber, and Wyatt Ditzler.
2. Welcome to Megan Miller – President Miller welcomed our new board member Megan Miller. Megan currently serves on the School District of Beloit Board of Education. She is a former employee of BPL and an early literacy advocate. She is a reading interventionist at Whitewater High School. Welcome Megan.
3. Approval of the consent agenda – Lichtenstein moved to approve the consent agenda consisting of the May 20, 2020 Library Board minutes, the May 29, 2020 Special Board meeting minutes, and the June 10, 2020 Budget and Facilities committee meeting minutes as presented. Elliott seconded the motion. **Motion Carried (7-0)**
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:
 - The reopening of the library is going very well. The library opened for computer use only on June 1st and then added browsing of the collection on June 8th. The use has not been overwhelming for staff.
 - Nick presented a PowerPoint on the Blender explaining the history of the overall project, through construction, and over the past 3 years.
 - b. Arrowhead Library System (ALS) – President Miller reported that Arrowhead Library System purchased \$2,000 worth of bags for curbside service at the 7 libraries. Delivery between libraries is expanding to every day and holds between share libraries has resumed.
 - c. Beloit Public Library Foundation – Sowl reported the Foundation board approved selling \$80,000 from portfolio to finance the buildout at the library. Overall, they need to sell \$240,000 by middle of September.
 - d. Friends at Beloit Library (FABL) – Did not meet.

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6. Committees –
 - a. Budget/Facilities Committee – President Miller reported that the current budget is a business as usual budget as it is too soon to know changes on the revenue side. The construction contingency does not mean any additional spending. Foundation funding covers 3% contingency, with the committee recommending that the board cover the remaining dollars using fund balance if needed.
 - b. Personnel Committee – Did not meet.
 - c. Strategic Plan Committee – Did not meet. Co-chairs Moore and Magnus would like to call a meeting in July when the staff are ready.

7. Old Business
 - a. Meeting Norms Discussion – Elliott explained the purpose of establishing meeting norms is to collectively have a simple document to help us to remain respectful and professional. More professional & more congenial equals a more effective board. With the understanding that there will be times board members disagree but even these times need to be done in a respectful manner. Establishing meeting norms also allows more opportunities to make every voice heard. The discussion will continue at the July meeting.

8. Action Items:
 - a. Approve City of Beloit budget amendment for construction with reserve fund named as source for last \$66,036 of contingency dollars (Foundation approved the first \$16,509). Elliott moved to approve securing the funds as recommended by the budget and facilities committee as follows: name the reserve fund as a source of funds if change orders exceed the 3% contingency funded by the Foundation’s commitment. If that happens, the board will call a special meeting for any one change order exceeding \$5,000 or cumulative change orders exceeding \$10,000, with the understanding that Blackhawk Technical College is responsible for their own specific change order requests. Magnus seconded the motion. **Motion Carried (7-0).**
 - b. Monthly financial report and approval of library and café bills – Sowl moved to approve the payment of the bills on the June 16, 2020 warrant in the amount of \$84,366.44 for the Library and \$1,407.72 for the Blender and the recurring expenses of \$121,478.08 for the Library and \$3,198.65 for the Blender. Elliott seconded the motion. **Motion Carried (7-0).**

9. Trustee Activities and Upcoming Events – President Miller inquired about interest in moving back to in person library board meetings? Consensus is not yet.

10. Motion to Adjourn – Elliott moved to adjourn. Moore seconded the motion. Meeting adjourned at 5:45 PM.

Next meeting: Wednesday, July 15, 2020

Submitted by:
Jennifer Laatz, Business Manager

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