



beloit public library

Beloit Public Library Board of Trustees

Wednesday, November 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, David Sowl, Sherry Blakeley (dep. 5:30), Diane Lichtenstein, Rachele Elliott, Florence Haley, Angela Moore, and Megan Miller.
Members absent: None
Also present: Library Director Nick Dimassis and Leadership Team Members: Jennifer Laatz, Amy Mitchell, Michael DeVries, Jeni Schomber, and Wyatt Ditzler.
2. Approval of the October 21, 2020 Library Board meeting minutes – Sowl moved to approve the minutes as presented. Elliott seconded the motion. **Motion Carried (9-0).**
3. Public Comment – None.
4. Reports:
 - a. Library Director and BPL Activity Report - Dimassis prepared a written report. In addition to the written report, Dimassis reported on the following:
 - Department of Workforce Development – Unemployment Insurance Division toured the building and looking at leasing co-op space while providing one on one service and workshops to the public.
 - The quarantine period on returned items is now at 24 hours.
 - The backlog of materials shipments is catching up with many previously ordered items arriving.
 - The election went great. The door count was around 1200.
 - April Vance is our first intern. She comes to us from the Community Action Transitional Job Program and has been doing a great job.
 - City of Beloit has not made any changes to COVID protocols.
 - Amy Mitchell, Marketing & Communications Coordinator presented a PowerPoint on the many things she does here at Beloit Public Library.
 - b. Arrowhead Library System (ALS) – Blakeley is the new BPL representative but has not yet attended her first meeting.
 - c. Beloit Public Library Foundation – Sowl reported the board approved revisions to the By-Laws. Foundation By-Laws state that 2 members of the Library Board will be directors of the Foundation. The board approved Library requests in the amount of \$19,100. 2021 Officers are President – Ken Forbeck, Vice President – Florence Haley, Treasurer – Steve Vavrus, and Secretary – Judy Robson.

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“Making a great city even greater”

- d. Friends at Beloit Library (FABL) – Magnus reported the board discussed the sales in the lobby. The Library staff presented requests for 2021 in the amount of \$19,480. The board will vote on approval of the requests at the January meeting. Christmas mugs will be on sale for gifts. The board is unsure about an annual book sale.
5. Committees –
- a. Budget/Facilities Committee – No meeting.
 - b. Personnel Committee – President Miller reported that the committee met and continues to work on the results of the 360 evaluation.
 - c. Strategic Plan Committee – Did not meet. The IDEA Sub-Committee met and received a report from Library staff on what they have done, are doing, and what is yet to be done according to the strategic plan implementation plan. The committee will be establishing virtual focus groups.
6. Old Business:
- a. 2021 Library and Blender Budgets – President Miller moved to adopt Library and Blender budgets with a 1% COLA for both. Blakeley seconded the motion. **Motion Withdrawn.** Haley moved to approve the 2021 Library budget with a 1% COLA and the 2021 Blender budget with a 0% COLA. President Miller seconded the motion. **Motion Amended.** Haley moved to approve the 2021 Library budget with 1% COLA, merit, and longevity but address the Blender budget in December. President Miller seconded the motion. **Motion Carried (9-0)**
7. New Business:
- a. 2021 Payroll and Recurring Expenses – Lichtenstein moved to approve the 2021 Payroll and Recurring Expenses. Megan Miller seconded the motion. **Motion Carried (9-0).**
 - b. 2021 Holiday Schedule – Megan Miller moved to approve the 2021 Holiday Schedule as presented. Sowl seconded the motion. **Motion Carried (9-0).**
 - c. Circulation Policy – Sowl moved to approve the Circulation Policy as presented. President Miller seconded the motion. **Motion Carried (9-0).**
 - d. Collection Development Policy – Sowl moved to approve the Collection Development Policy as presented. Magnus seconded the motion. **Motion Carried (9-0).**
 - e. Lease Policy and Fee Schedule – President Miller moved to approve the Lease Policy and Fee Schedule as presented. Elliott seconded the motion. **Motion Carried (9-0).**
 - f. Monthly financial report and approval of library and café bills – Sowl moved to approve the payment of the bills on the November 18, 2020 warrant in the amount of \$48,328.01 for both the Library and the Blender. Elliott seconded the motion. **Motion Carried (9-0).**
8. Trustee Activities and Upcoming Events – Kudos to Angela Moore on a successful YWCA Racial Justice Conference.
9. Agenda Review – For December agenda: Blender Budget and Fine Free Program discussion.

10. Closed Session – Sowl moved to set a separate meeting for the closed session. Elliott seconded the motion. **Motion Carried (8-0)**. Monday, November 23, 2020 at 5:30 pm.
11. Motion to Adjourn – Sowl moved to adjourn. Elliott seconded the motion. Meeting adjourned at 5:53 PM.

Next meeting: Wednesday, December 16, 2020

Submitted by:
Jennifer Laatz, Business Manager