



beloit public library

Beloit Public Library Board of Trustees

Wednesday, August 19, 2020

605 Eclipse Blvd., Beloit, WI 53511

1. Call to order and roll call – President Maribeth Miller called the meeting to order at 4:04PM.
Members present: Maribeth Miller, Elizabeth Magnus, David Sowl, Sherry Blakeley, Megan Miller (dep. 4:59), Diane Lichtenstein (arr. 4:12), Rachelle Elliott (arr. 4:38), and Angela Moore (arr. 5:03). 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. Approval of the consent agenda – Me. Miller moved to approve the consent agenda consisting of the 4/29/20 Personnel Committee meeting minutes, the July 15, 2020 Library Board meeting minutes, the July 17, 2020 Special Library Board meeting minutes, the July 23, 2020 Strategic Plan Committee meeting minutes, and the August 14, 2020 Budget and Facilities Committee meeting minutes. Magnus seconded the motion. **Motion Carried (5-0)**
3. Public Comment – None.
4. 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:
 - Katharine Clark, Head of Programming and Partnerships presented a PowerPoint on the programming at Beloit Public Library.
 - COVID- 19 Update – Masks are required and for the most part being followed by patrons. Staff continue to handout masks to those in need.
 - Celebrating buildout completion – All agreed that we need to acknowledge the successful buildout and should include representatives from all organizations. Staff will be looking into how to do this during the pandemic but no urgency at this time.
 - b. Arrowhead Library System (ALS) – President Miller reported that the ALS budget is as prepared as can be at this time with possible changes coming early 2021. ALS does have a healthy reserve. The board proposed a budget with a 1% COLA increase.
 - c. Beloit Public Library Foundation – Sowl reported the Foundation board approved some of the proposed changes to the By-Laws with more changes to be discussed. The Foundation changed the number of Library Board members serving on the Foundation board from 3 to 2 along with a stipulation should one of those representatives be the City Council Representative to the Library Board, that person

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would not have voting rights on the Foundation Board. The board is considering expanding the number of members serving on the board.

- d. Friends at Beloit Library (FABL) – Magnus and Elliott reported that the FABL board did not meet in August but did confirm the cancellation of the Fall Booksale.

5. Committees –

- a. Budget/Facilities Committee – President Miller reported the committee discussed the leased spaces in the library specifically the fees and policies that we should have in place. Staff will work on the policy and fee schedule taking into consideration non-profits vs. commercial use. No changes to the 2021 budget at this time. Cost of Living Adjustments are not determined yet by the City.
- b. Personnel Committee – President Miller reported that the committee reviewed the current Recruitment and Selection policy. Staff will be updating and will bring revisions in the future. The committee reviewed options for salary increases for 2021. The board will wait until the city makes a determination for City employees. The committee discussed a 360-degree evaluation process. The committee will continue those discussions at a meeting in September.
- c. Strategic Plan Committee – Moore reported that the committee discussed an Inclusive Services Committee at the July meeting. The next meeting is scheduled for August 24, 2020.

6. New Business:

- a. Drive up window contract – Sowl moved to approve the lowest quote from Gilbank Construction Inc. with an estimated cost of \$18,700 and to commence with construction once all approvals are in place. Lichtenstein seconded the motion. **Motion Carried (7-0).**
- b. Inclusive Services Committee – Urban Libraries Council Statement on Racial and Social Justice – The Strategic Plan Committee will be discussing the best way to establish an Inclusive Services Committee at their 8/24/20 meeting.
- c. Resuming in person board meetings – We will continue with a virtual meeting in September.
- d. Monthly financial report and approval of library and café bills – Sowl moved to approve the payment of the bills on the August 19, 2020 warrant in the amount of \$47,971.15 for the Library and \$1,963.70 for the Blender and the recurring expenses of \$105,485.03 for the Library and \$3,862.28 for the Blender. Elliott seconded the motion. **Motion Carried (7-0).**

7. Trustee Activities and Upcoming Events – None

8. Motion to Adjourn – Sowl moved to adjourn. Elliott seconded the motion. Meeting adjourned at 5:40 PM.

Next meeting: Wednesday, September 16, 2020

Submitted by Jennifer Laatz, Business Manager

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