

MINUTES OF THE LIBRARY BOARD

Oshkosh Public Library

July 30, 2020

The Regular Meeting of the Oshkosh Public Library Board of Trustees was held on July 30, 2020 via a Zoom meeting. The meeting was called to order at 4:01 p.m. by Board President, Christine Melms-Simon.

Present were: Bill Bracken, Vickie Cartwright, Larry Lautenschlager, Christine Melms-Simon, Lindsey Mugerauer, Baron Perlman, David Romond, David Rucker, Amber Shemanski and Amy Sitter. Absent were: **none**. Others present were: Jeff Gilderson-Duwe, Oshkosh Public Library Director; Lisa Voss, Assistant Director for Library Development; Ruth Percey, Assistant Director for Public Services; Julie Schmude, Business Manager; Marcy Cannon, Administrative Specialist and Tracie Schlaak, Administrative Specialist.

Public Comments - There were none

Consent Agenda Items:

- **Meeting Minutes** - of the June 25, 2020 regular meeting of the library board.
- **Vouchers Payable** - \$266,170.67

Motion to approve the Consent Agenda with changes to the minutes reflecting Amber Shemanski's name being entered incorrectly

Motion: Sitter; **Second:** Cartwright; **Vote:** Unanimous.

New Business:

- **Election of library board officers for 2020-2021** - Library bylaws call for election of officers (President and Vice-President) at the July regular meeting each year. No slate is prepared as Nominating Committee was not appointed in time.

Motion to retain Christine Melms-Simon as board President

Motion: Cartwright; **Second:** Bracken; **Vote:** Unanimous – she accepted the position

Motion to nominate Dave Romond as board Vice-President

Motion: Sitter; **Second:** Rucker; **Vote:** Unanimous – he accepted the position

- **Appointments to board officer Nominating Committee for 2020-2021** - Agenda item was moot due to previous action.
- **Appointments to board Finance Committee for 2020-2021** -

Motion to table until Jeff Gilderson-Duwe has a chance to look at the by-laws to see if this committee is needed.

Motion: Cartwright; **Second:** Rucker; **Vote:** Unanimous

- **Appointments to board Director Compensation Committee for 2020-2021** -

Motion to retain the same board members that currently reside on the committee consisting of: David Rucker, Dave Romond and Christine Melms-Simon.

Motion: Sitter; **Second:** Romond; **Vote:** Unanimous

- **Proposal to Implement Phase One Re-Opening Plan and to Revise the Gating Criteria for Later Re-Opening Phases – This was split into 2 motions:**

Motion #1: to amend Phase One re-opening plan to open the library on August 3, 2020 by striking the gating criteria for Phase I and adding an amendment to require members of the public to wear face masks while in the library.

Motion: Bracken; **Second:** Perlman; **Vote:** Unanimous

Motion #2: to approve revised gating criteria using **regional** activity from Winnebago County and the Fox Valley in order to move to Phase II.

Motion: Sitter; **Second:** Bracken; **Vote:** Unanimous

- **Proposal to Revise Fines and Fees Policy to Eliminate Fines for Overdue Library Materials and to Eliminate Fees for Collection Agency Referrals**

Motion to approve the proposal to revise Fines and Fees Policy to Eliminate Fines for Overdue Library Materials and to eliminate fees for Collection Agency Referrals.

Motion: Perlman; **Second:** Lautenschlager; **Vote:** Unanimous

Library Director's Report:

- Budget Outlook
- Director will do orientations with new trustees

Trustee Reports and Comments:

There were none.

Motion to move to enter closed session:

Motion: Perlman; **Second:** Bracken; **Vote:** Unanimous – closed session entered at 5:29 PM

After reports, consideration and recommendation regarding to Library Director Performance Evaluation, **Motion** was made to enter into open session.

Motion: Bracken; **Second:** Perlman; **Vote:** Unanimous – Open session entered at 5:41 PM.

Motion to accept the Director Compensation Committee's recommendation of 3.5% salary increase for the Library Director retroactive to January 1, 2020.

Motion: Perlman; **Second:** Bracken; **Vote:** Unanimous

Motion to adjourn the Regular Meeting at 5:46 PM.

Motion: Perlman; **Second:** Bracken; **Vote:** Unanimous.

Respectfully submitted,

Jeff Gilderson-Duwe, Secretary

Tracie Schlaak – Recorder