

MINUTES OF THE LIBRARY BOARD

Oshkosh Public Library

August 26, 2021

The Regular Meeting of the Oshkosh Public Library Board of Trustees was held on August 26, 2021, in the Lower Level Meeting Room. The meeting was called to order at 4:00 p.m. by Board President, Bill Bracken.

Present were: Bill Bracken, Larry Lautenschlager, Christine Melms-Simon, Lindsey Mugerauer, Baron Perlman, Julie Davids, David Romond and David Rucker. Absent were: Amber Shemanski and Bryan Davis. Others present were: Jeff Gilderson-Duwe, Oshkosh Public Library Director; Ruth Percey, Assistant Director for Public Services; Julie Schmude, Business Manager, Lisa Voss Assistant Director for Library Development; Victoria Sheehan, Children's Library Assistant II and Dr. Kim Brown.

Public Comments: There were none.

Consent Agenda Items:

- **Meeting Minutes** - of the Regular Meeting of July 29, 2021
- **Vouchers Payable** - \$304,513.22
- **Fines and Fees Policy Revision:** Fine limit approved at the July 29, 2021 meeting was \$10. However, \$30 is a system-wide amount within the Winnefox Library Automation System.

Motion to approve the Consent Agenda as presented

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

Julie Davids arrived at the meeting.

New Business:

- **Staff Guest:** – Victoria Sheehan, Children's Library Assistant II introduced herself and described the work she does to connect children and families with Library resources and services
- **Temporary Library Rules of Behavior – COVID-19 Public Health Emergency** – In light of increases in cases of infection with COVID-19 virus, the Director recommends requiring members of the public, age two or older, to properly wear faces masks when visiting the Library.

Motion to amend the Temporary Rules of Behavior's deadline from "*until such time as they are altered*" to "*until October 21, 2021*".

Motion: Melms-Simon; **Second:** Perlman; **Vote:** Unanimous

Motion to accept the Temporary Library Rules of Behavior – COVID-19 Public Health Emergency as amended.

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

- **Library Board Meeting Format:** the Director seeks guidance from the Board as to whether it wants to continue to meet in person or to return to virtual meetings via Zoom.

Motion to continue monthly board meetings to continue to meet in person.

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

- **Active Threat Training for Staff:** – The Director seeks permission from the Board to close the Library to the public on November 2, 2021, from 8:00 AM to 1:00 PM. to provide staff with education and training on responding to an active threat incident in the Library. The Oshkosh Police Department will conduct the education and training.

Motion to close the Library on November 2, 2021, from 8:00 AM to 1:00 PM to provide Active Threat Training.

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

- **2022 Library Operating Budget Proposal:** The Director's 2022 budget memo and budget proposal details for expenditures, personnel and revenue estimates were presented to the Board. The Board was informed that there would be possible revisions after the meeting with the City Manager on September 16, 2021.

Motion to accept the proposed budget information with possible revisions to be made after the Director's meeting with the City Manager on September 16, 2021.

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

Library Director's Report: The Director discussed the status of the William Waters Plaza Project and the Trust Fund Transfers.

Future Agenda Items: None were discussed.

Trustee Reports and Comments: There were none

Adjournment

Motion to Adjourn the meeting at 5:08 PM

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

Respectfully submitted,

Jeff Gilderson-Duwe, Secretary
Julie Schmude – Recorder

tms