

MINUTES OF THE LIBRARY BOARD

Oshkosh Public Library

December 16, 2021

The Regular Meeting of the Oshkosh Public Library Board of Trustees was held on December 16, 2021, in the Lower Level of the Oshkosh Public Library. The meeting was called to order at 4:01 p.m. by Board President, Bill Bracken.

Present were: Bill Bracken, Kim Brown, Christine Melms-Simon, Lindsey Mugerauer, Baron Perlman, Amber Shemanski and Kim Maki, Adjunct Board Member. Absent were: Julie Davids, Larry Lautenschlager, David Romond and David Rucker. 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, Lindsay Reuer, Children's Librarian and Tracie Schlaak, Administrative Specialist.

Public Comments: There were none.

Consent Agenda Items:

- **Meeting Minutes** - of the Regular Meeting of November 18, 2021
- **Vouchers Payable** - \$348,404.84

Motion to approve the Consent Agenda as presented.

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

New Business:

- **Staff Guest – Lindsay Reuer, Children's Librarian** – Lindsay discussed what she has done in the 2 months she has been employed at the library.
- **Temporary Library Rules of Behavior – COVID-19 Public Health Emergency:** The board discussed whether to end behavior rules that require members of the public to properly wear face masks in the Library or to extend those rules until February 1, 2022.

Motion to extend the Face mask requirements for Library visitors aged 2 and older until February 1, 2022

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

- **Library Board Meeting Format:** – Decide whether the Library Board meeting on January 27, 2022 will be in person or virtual.

Motion to hold the January 27, 2022 Library Board meeting in person with proper mask protocol.

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

- **2022 OPL Pay Plan** – Plan was presented for Library Board consideration.

Motion to accept the proposed OPL pay plan for 2022 as presented.

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

- **Amendment to the Library Bylaws proposed at the November 18, 2021 regular board meeting.**

Motion to accept the proposed amendment to the Library Bylaws as presented at the November 18, 2021 regular board meeting

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

- **Proposed Policy – Oshkosh Public Library Board General Rules of order** – this was presented at the November 18, 2021 meeting. These rules based upon the rules that have been adopted by the City of Oshkosh for all of its meetings.

Motion to accept the proposed replacement of Robert’s Rules of Order for the Library Board and all of its committees.

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

- **Director Performance Evaluation Process:** The director proposed a timetable for the performance evaluation process.

Motion to accept the proposed timetable for the director’s performance evaluation process.

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

Library Director’s Report:

- Update on library funds transfers to the Oshkosh Area Community – City Finance Department expects to carry out transfers in January 2022.

Future Agenda Items:

- 2021 Strategic Action Plan Year-end Report/2022 Strategic Action Plan
- Director 2021 performance evaluation/2022 goals

Adjournment

Motion to Adjourn the meeting at 4:45 PM

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

Respectfully submitted,

Jeff Gilderson-Duwe, Secretary
Tracie Schlaak – Recorder