

Minutes

April 21, 2020

Village of Big Bend Library Board

W230 S9185 Nevins Street

Big Bend, WI 53103

Meeting called to order at 6:30 PM

Present:, Deanna Quirk, Cathy Bronk, , Bobbi Woppert, Joan Lake, Jeff Goodman, Ellen Cole, and Tekla Finland.

Absent: None

Also Present: Karla Lang.

Deanna, Joan, Jeff, and Tekla were present virtually.

Cheryl Goodman resigned in March and Ellen Cole was appointed in her place.

The March meeting was canceled due to Covid 19.

Approval of February 18, 2020 minutes:

--Motion made by Jeff seconded by Cathy to approve the minutes. Motion carried.

Payment of Invoices

--Motion made by Deanna seconded by Cathy to pay the February and March invoices. Motion carried.

Approval of Financial Reports. Financial reports were reviewed.

--Motion made by Jeff seconded by Deanna to approve the Financial report. Motion carried

Directors Report. There was some discussion later in the meeting regarding how the library would handle materials returned during the Covid 19 crisis, and the purchase of Zoom.

Allowable Cost Worksheet

--Motion made by Deanna seconded by Jeff to table the Allowable Cost Worksheet. Motion carried.

Former Directors portrait

--Motion made by Jeff seconded by Deanna to table the former director's portrait until a later date. Motion carried.

County Library Board Appointments

--Motion made by Jeff seconded by Ellen to approve Bobbi Woppert and Cathy Bronk for 3 year appointments to the Library Board. Motion carried. Bobbi & Cathy abstained.

Page 2

Library Board minutes April 21, 2020

Covid 19 discussion

Karla went over the guidelines set out by the Governor and the CDC. She recommends the materials returning to the library be placed in a box and quarantined for 48 hours before being checked in. The Board thought this would be a good practice.

--Motion made by Jeff seconded by Ellen to approve a policy on handling materials returned to the library during the Covid 19 crisis. Motion carried.

Also discussed at this time was the purchase of Zoom for the Library. Zoom is a service that will allow the library to have virtual contact for programs and meetings.

--Motion made by Deanna seconded by Jeff to proceed with the purchase of Zoom. Motion carried.

Adjournment

--Motion made by Deanna and seconded by Ellen to adjourn. Motion carried

Meeting adjourned at 8:02 PM

Respectfully submitted by Bobbi Woppert