

St. Francis Library Board  
Meeting Agenda  
November 12, 2020

1. The meeting was called to order by Richard A. at 5pm.
2. **Present:** Amy Krahn, Ava Voltner, Kathy Frymark, Richard Adamczewski, Kathy MacAvaney, Mark Uecker, Richard Lenz, and Shawn Freier. Guest mayor Ken Tutaj and Rick Grubanowitch (virtual)
3. **Statement of Public notice:** The meeting was properly posted with at least a 24 hour advanced notice.
4. **Approval of minutes:** The minutes from the meeting held on October 15, 2020 were approved on a motion by Richard L. and seconded by Shawn F.
5. **Approval of October Claims:** Claims were approved on a motion by Richard L. and seconded by Mark U.
6. **Reports:**
  - a. Chairperson: Richard A. deferred to the mayor, Ken Tutaj. He commended the library staff and director for the safety measures they have taken to make the library safe during the pandemic.
  - b. School Representative: Kathy M. reported eBooks were doing extremely well, especially at Willow Glenn Elementary.
  - c. Friends: The quilt raffle is ongoing and will continue until November 24. Tickets are 1 for \$5 and 3 for \$10.
  - d. Directors Report: The number of infections for Covid 19 are rising. The library is still at Phase B. Amy Krahn was considering going back to curbside pickup. The board then held discussions on the possibility of expanding hours, staying at current hours, or reverting to curbside pickup. The board decided to stay for the month of November, at the current hours. The board will reevaluate next month. All reports were approved on a motion by Kathy F. and seconded by Shawn F.
7. **Unfinished Business:** There was no unfinished business.
8. **New Business:**
  - a. 2021 Reciprocal Borrowing Expenditures: A motion was made by Kathy M. to accept the 2021 reciprocal borrowing expenditures except for delaying higher technology items until after the pandemic. This was seconded by Mark U.
  - b. Staff Appreciation Gift: Ava V. made a motion to approve the staff appreciation gift and Kathy F. seconded the motion.
  - c. Quarantine-related Closures and Staff Pay: This item will be carried over to the December meeting.
9. **Comments on prior, present, and potential agenda items by Board Members:** Kathy M. would like on a future agenda for the board to investigate the possibility of 16-year old's' being able to sign for their own library cards.
10. Adjourned at 5:30pm after a motion by Richard L. and seconded by Shawn F.

Submitted by Ava Voltner