



Library Board Meeting Minutes
October 13th, 2020 5:30pm

Meeting conducted electronically due to COVID-19 pandemic.

Minutes by R. Burck

Board Member Attendees: Robert Burck, Chris Morris, MaryBeth Paulisse, Rob Seltzer, Rose Sime, Art Waldman, Courtney Ward-Reichard, Cindy Zellers, and Ralph Zahnow

Missing: None

Staff Attendance: Rebecca Light, Jocelyne Sansing

Guests: Abby Attoun, Daphne Xu

Call to Order: 5:30 pm

1. **Public Comments:** none.
2. **Middleton Comprehensive Plan:** Short presentation by Abby Attoun and Daphne Xu on the draft Middleton Comprehensive Plan. Board discussed how the Library can plan a significant role in the city and any future Resiliency Plan. Jocelyne Sansing will also see if there is some language that we can add to provide some specific information about the Library and the Community Campus.
3. **Approval of Minutes of September 8th, 2020 library board meeting (action):**
Art Waldman made a motion to approve, seconded by Cindy Zellers. Motion passed unanimously.
4. **Financial Review of Balance Sheet and Approval of Vendor Report (action):**
Motion to approve the September Vendor Report by Rose Sime, seconded by Art Waldman. Motion passed unanimously.
5. **Library Board 2020 Goals: Trustee Retreat**
 - a. MaryBeth Paulisse and Chris Morris provided information about a proposed Zoom meeting for the Board of Trustees to meet for a virtual retreat. Proposed also seeing if we can get many of the Library staff to participate as well. A doodle poll will be sent out to find a Saturday morning for this virtual retreat.
6. **Committee Updates**
 - A. **Building:** Jocelyne Sansing provided some updates related to the building. Finishing up some last tasks, such as cleaning up the building, removing tape from electrical receptacles, etc. Deep cleaning of the Library Building using the last of the CARES act funds. Funds need to be used before November 6, 2020 to be eligible for reimbursement.
 - B. **Development:** Jocelyne Sansing hinted that there are plans being developed for a phased re-opening showcasing all of the new changes to the Library. \$27,500 in additional donation opportunities to finalize the fundraising for the Next Chapter Project. Added three new naming rights outside of the Library. New multi-language welcome mural in the front lobby of the Library.
7. **Liaison Updates**
 - A. **City Council:** Robert Burck reported that the City Council is well into the Budget season. All budget decisions and meetings should be completed in early November. Funds will be tight, particularly in the Operating Budget (which includes Personnel). It appears that there will be no merit raises offered to city staff, though there will be a 2% Cost of Living Adjustment.
 - B. **Friends:** Chris Morris reported that the Friends have voted to suspend all book sales for the foreseeable future. Lack of volunteers, or open space at the library for book sales / fundraising. No

online book sales are envisioned. There are five open seats on the Friends board right now (out of seven total seats).

- C. **MCPASD:** MaryBeth Paulisse stated that many people are watching school board meetings, which is exciting. The School Board has voted to have the school remain fully virtual based on the current Covid-19 metrics for Dane County. There are a few small group live sessions for some students with IEP's or students with language requirements. Some parents who are disappointed by the decision for the school to stay virtual are trying to get signatures for a recall effort to replace some of the School Board members. Waiting to see where that goes. Looking for ways for the school district to partner with the Library to get some new services to better support students.
- D. **Community:** No updates.

8. Director's Update / Road Map: Jocelyne Sansing reviewed the September Road Map. The drop box outside of the Library used for secure drop-off of absentee ballots is being heavily used. Library staff have helped out quite a few residents who require a witness to sign the resident's ballot envelopes. Discussed future equity, diversity and inclusion training for library staff, including opportunities for the Library Board as well.

Rebecca Light discussed the recent four book discussions on *White Fragility* that were hosted by Liz Zimdars, Jenny Carr, and Rebecca Light. These discussions were very constructive, and while difficult, people were challenging each other and making connections with each other.

Jocelyne Sansing discussed that the recent data for Covid-19 infections has been very discouraging, and it is very unlikely that the Middleton Library will open in 2020. The library will focus on what is working well, and what they can do to make it better. The Library will continue to work with staff to break down silos and continue to improve the strategic vision mission to help everyone to work together toward a common goal.

9. New Business:

- a. **2021 Library closure dates:** Jocelyne Sansing explained that even though the Library is closed due to the pandemic, we still need to approve the closure dates for 2021. Motion by Rob Seltzer to approve the 2021 closure dates, seconded by Ralph Zahnow. Motion passed unanimously.

10. Closed Session: The Library Board convened into Closed Session in accordance with section 19.85(1)(c) of the Wisconsin Statutes to consider employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility. Reviewed proposed allocation of 2020 Personnel Contingency funds.

Motion by Robert Burck to go into closed session, seconded by MaryBeth Paulisse at 7:01 PM. Motion passed unanimously.

Motion by Cindy Zellers to go back into open session, seconded by Rose Sime at 7:12 PM. Motion passed unanimously.

Motion by Robert Burck to approve the allocation of the 2020 Personnel Contingency funds as discussed in closed session, seconded by Cindy Zellers. Motion passed unanimously.

11. Next Meeting: November 10th, 2020 at 5:30 pm

12. Adjourn: Motion by Courtney Ward-Reichard to adjourn, seconded by Robert Burck at 7:14 PM. Motion passed unanimously.