

Oregon Public Library Board Minutes
Wednesday, July 8, 2020 at 5:00 p.m.
Location: *Please note: This is a teleconference meeting

1. **Call to Order** President Jenny Nelson called the meeting to order at 5:01pm.
2. **Roll Call** – Those attending: Jenny Nelson, Carrie Schudda (arr. 5:07pm), Laura Shtaida, Coral Goplin, Randy Glysch, Dr. Leslie Bergstrom, Kyle Severson. Also attending: Jennifer Endres Way, Library Director, Mary Davidson, Assistant Director (recorder).
3. **Adopt/Amend** Agenda Shtaida moved to adopt the agenda as written, Glysch seconded. Motion carried 6-0.
4. **Public Comment** – There was none.
5. **Welcome New Board Member** - Nelson officially welcomed Dr. Leslie Bergstrom as the Oregon School District representative to the board.
6. **Consent Agenda**
 - a. **Amend/Approve Minutes from June 10, 2020-** Severson moved to approve the minutes, Shtaida seconded. Motion carried 6-0.
 - b. **Review and Payment of available Bills and Review/Accept Financial Report-** Severson made the motion to approve both, Goplin seconded. Way noted the payment to Baker Street Consulting Group, which had been on pause for 2 months. Expenses totaled \$14,735.80, receipts were \$34,372.91. Motion carried 7-0.
7. **Discussion and possible action items**
 - a. **Annual Review of Bylaws-** No changes were needed to the bylaws which were revised in 2018.
 - b. **Appointment to Personnel Committee-** Dr. Bergstrom volunteered to serve on the committee composed of Goplin and Shtaida. Goplin made the motion to approve the appointment, Severson seconded. Motion carried 7-0.
 - c. **Anti-Racism Statement-** Statement was developed by staff Librarians Kelly Allen and Kara Ripley to inform the public of the library's desire to be inclusive and make all welcome. Goplin suggested she contact the Oregon Allies for input. Nelson asked Way to thank both Allen & Ripley for seeing the need and writing the statement.
 - d. **COVID-19 Safety Requirements Policy-** The Forward Dane Plan requires organizations adopt a COVID-19 safety requirements policy. Way wrote the COVID-19 Safety Requirements Policy which does allow for future updates. Goplin made the motion to approve, Shtaida seconded. Motion carried 7-0.
 - e. **Requiring Face Masks and/or Face Coverings-** When agenda was sent, Dane County Public Health wasn't requiring face masks, but that changed effective Monday, July 13, 2020. Emergency Order #8 stipulates reasonable accommodations must be offered for those who aren't able to wear a mask. Goplin made the motion to adopt the Dane County order to wear masks in the library, reserving the right to extend it past the order's expiration. Shtaida seconded. Motion carried 7-0.
 - f. **Library Services and Reopening to the Public** Schudda made the motion to keep the library closed until Dane County Emergency Order #8 is complete, or replaced by a less restrictive order. Goplin seconded. Motion carried 7-0.
 - g. **2021 Library Budget Request-** Preliminary discussion began. Way will have more details to present at the August 14, 2020 board meeting.
 - h. **Email from Wisconsin Commercial Real Estate LLC. and Consider Possible Acquisition of Property at 744 N. Main --** Way will respond to the broker, Mr. Schluter.
 - i. **Convene in Closed Session pursuant to Chap. 19.85(1)(c) considering employment, promotion, compensation or performance evaluation data of any**

public employee over which the governmental body has jurisdiction or exercises responsibility (Library Director) – At 5:57pm, the board convened to closed session on a motion made by Goplin, seconded by Severson. Roll Call Vote - Jenny Nelson-yes, Carrie Schudda-yes, Laura Shtaida-yes, Coral Goplin-yes, Randy Glysch-yes, Dr. Leslie Bergstrom-yes, Kyle Severson-yes.

- j. Reconvene in Open Session, for action, if any on items discussed in closed session.** Motion made by Glysch to return from closed session at 6:13pm, seconded by Schudda. Roll call vote - Jenny Nelson-yes, Carrie Schudda-yes, Laura Shtaida-yes, Coral Goplin-yes, Randy Glysch-yes, Dr. Leslie Bergstrom-yes, Kyle Severson-yes. Motion to approve the 2019-2020 Director's evaluation made by Glysch, seconded by Schudda. Motion carried 7-0.

8. Information Items

- a. Committee Reports
 - i. Steering Committee for Capital Campaign- Way invited all to the Brat Fest and Library Day of Giving on Saturday, July 25, 2020 at Ziggy's.
 - ii. Personnel Committee- There was none.
 - iii. Building Committee- There was none.
- b. Library Director's Report- Way highlighted Curbside On Demand, new book return bins made by the Public Works Department, the 10 week workshop featuring book, Witnessing Whiteness, Trustee Training Week, the Summer Reading Program.
- c. Communications
 - i. Library e-Buzz Newsletter – [June 15](#) & [June 29](#)
 - ii. Village Board announcements
 - iii. School District announcements

9. Closing and Future Agendas

- a. Next meeting: Wednesday, August 12, 2020 at 5 PM via Zoom
- b. Joint Meeting with Village Board: Monday, September 21 (NOTE DATE CHANGE)
- c. Request for future agenda items

- 10. Adjournment** Meeting adjourned at 6:25pm on motion made by Goplin, seconded by Glysch. Motion carried 7-0.