

**MINUTES**  
McMillan Memorial Library  
Board of Trustees  
March 17, 2021

**DRAFT**  
Subject to  
Approval

President Farmbrough called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 5:00 p.m.

ROLL CALL ATTENDANCE:

Present: David Farmbrough, Andrea Galvan, William Hascall, Craig Broeren, Heather Gygi, Susan Feith, Scott Kellogg, William Clendenning, Eric Montag and Kim Heniadis.

Absent: Anne Zacher

Administration: Andrew Barnett, Vicki Steiner, and Alicia Woodland.

President Farmbrough introduced new Board members Kim Heniadis and Eric Montag.

**Mr. Barnett established that this was an open meeting conducted via Zoom and appropriate public notice was given.**

CORRESPONDENCE: There were no items of correspondence.

MINUTES: **A motion to approve the Minutes of the February 17, 2021 Library Board meeting was made by Mr. Hascall, second by Ms. Gygi. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for March 2021. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Ms. Galvan, second by Mr. Hascall. Motion carried.**

LEANING FUTURES PROJECT: We have moved 30% of the Non-Fiction into the YS room and the rest will follow. Fiction is completely moved into the Lower Level, with the genres and large print to follow. With assistance from the City, we hope to make further progress on the main collections in the next couple of weeks. We have rented a pod to store some furniture during the interim. Some surplus items have been donated to the City and County. We are on track to finish emptying the Adult Room before any construction starts.

The Director and staff made presentations to Sunrise Rotary, Solarus and the City's Finance & Property Committee on the Learning Futures project. A presentation for the Common Council is scheduled for March 23.

Bids were let on March 5th, are due on April 2nd and will be opened at 10:35 am. There was a mandatory pre-bid conference on March 16.

Director's Report: McMillan hosted another fully booked blood drive on March 5th. We are participating in and providing prizes for the Teen Job Fair on March 17. Upcoming

events include a YA game show on March 31 and another blood drive April 2. Our world famous virtual escape room is again up and running. It has been featured at two conferences and in a recent book. <https://www.mcmillanlibrary.org/escape-room-mcmillan-panda-mic>. Adult, Teen and Children's programs continue to be online or socially distanced.

Miscellaneous – The Director attended the virtual Library Legislative Day. McMillan is part of two UniverCity projects, which are both gathering information via surveys.

COMMITTEE REPORTS: The Capital Campaign Committee met on February 25<sup>th</sup> and March 4<sup>th</sup> and 11<sup>th</sup>. Committee members have been sending out letters to individuals and businesses. Updates on the status of the campaign were reviewed. The next meeting of the committee is scheduled for March 18<sup>th</sup> at 5:00 pm. Mr. Barnett reviewed Board membership in WLA.

OLD BUSINESS: Ms. Feith presented the final revision of the By-Laws. **A motion to approve the By-Laws revision dated March 17, 2021 was made by Mr. Clendenning, second by Mr. Hascall. Motion carried.**

NEW BUSINESS: There were no items of new business to bring before the Board.

**A motion to adjourn was made by Mr. Broeren, second by Ms. Gygi. Motion carried and the meeting adjourned at 5:31 p.m.**

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held on April 21, 2021 at 5:00 p.m.

Respectfully submitted,  
Vicki Steiner, Secretary