

DRAFT
Subject to
Approval

MINUTES

McMillan Memorial Library
Board of Trustees
October 21, 2020

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 in person: Kevin Finbraaten and Anne Zacher.

Present via Zoom: David Farmbrough, Andrea Galvan, Craig Broeren, Susan Feith, Susan Bovee, William Clendenning, William Hascall, and Heather Gygi.

Absent: Scott Kellogg

Administration: Andrew Barnett, Vicki Steiner, and Brian Kopetsky.

Others in attendance: Alex Ramsey of Engberg Anderson.

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

CORRESPONDENCE: Alicia Woodland received an email on Monday notifying us that Alliant Energy will contribute \$5,000 to the Learning Futures Project.

MINUTES: **A motion to approve the Minutes of the September 16, 2020. Library Board meeting was made by Mr. Broeren, second by Ms. Galvan. Motion carried.**

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

Mr. Hascall called a meeting of the Finance Committee to clarify the Library procedures for handling finances. Mr. Hascall asked for clarification of his term as treasurer. By consensus the Board agreed that his three year term began on 7/1/2019.

LEARNING FUTURES PROJECT: Mr. Farmbrough welcomed Alex Ramsey to the meeting. Ms. Ramsey reviewed the Project Cost Summary dated 10/21/2020. Total project cost of \$1,986,359. Discussion followed.

The Building and Grounds committee will schedule a meeting prior to the next Board meeting to discuss change details in the project.

Mr. Barnett reviewed the Learning Futures Capital Campaign, our current 10-week campaign and 4-week ad campaign in the City Times. Discussion followed.

Mr. Barnett discussed preparations taking place for the project, including moving of collections and sale of surplus property. It was agreed that the sale of surplus property will be at the Library Director's discretion.

The Board no longer had a quorum by 6:25pm

Director's Report:

Library Use and Events – Our outdoor escape room was featured in the Library Journal Virtual Summit, but was then power washed by the cleaning service. It will be restored. A Civil War bike ride took place October 7th, with Dave Laspa displaying his re-enactment gear. Some original Civil War artifacts were also part of the program. We presented an outdoor author talk in the auxiliary lot. Red Cross blood drive was on September 25. A Tree ring program for children is scheduled for Oct. 27.

Building & Grounds – Updates to the McCourt Room will happen after Thanksgiving. We will be re-seeding the shade garden this fall, as earlier plantings did not fare well. A maple tree on the south side was snapped off by a storm and removed.

Budget – We have had preliminary budget discussions with the City and will be on their agenda October 29th. The County considered the reimbursement rate on September 17th.

Miscellaneous – A second mask has been purchased for all staff. The UniverCity project is back underway. McMillan and WRCT are leads on one of the groups. Alicia Woodland will be joining the Chamber's Community Leadership program this year. The director may be absent in November due to jury duty. A fox visited the children's garden today.

BY-LAWS COMMITTEE: A report on the By-Laws update will be deferred until the next Board meeting.

OLD BUSINESS: There were no items of old business to bring before the Board.

NEW BUSINESS: Mr. Farmbrough thanked Susan Bovee for her years of service from 2007-2020 serving as president, vice-president and treasurer during her years of service. A plaque will be delivered to her.

The meeting was declared adjourned by Mr. Farmbrough at 6:35 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held on November 18, 2020 at 5:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary