

VILLAGE OF MCFARLAND
Library Board Minutes
Monday, May 4, 2020 - 5:15 PM

1. CALL TO ORDER

Peter Sobol called the Library Board to order at 5:15 p.m. in the McFarland Municipal Center Community Room.

2. PUBLIC APPEARANCES AND COMMUNICATION

3. ACTION ITEMS

a. Motion to approve the minutes of the March 2, 2020 meeting.

Motion by Evan Richards, second by Michael Shumway, to approve the minutes of the March 2, 2020 and March 17, 2020 meetings. Motion carries 5 - 0 - 1 by acclamation, with Michael Flaherty abstaining.

b. Motion to approve the minutes of the March 17, 2020 meeting.

c. Motion to approve the March 2020 general fund and trust fund bills.

Motion by Ken Machtan, second by Michael Shumway, to approve the March 2020 and April 2020 general fund and trust fund bills totaling \$29,498.39. Motion carries 6 - 0 - 0 by acclamation.

d. Motion to approve the April 2020 general fund and trust fund bills.

4. INFORMATION ITEMS

a. 2020 Budget Update

b. Director's Report

c. Monthly Report

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

a. New Library Board Member(s)

b. Board officers elected

Motion by Karin Mandli, second by Michael Shumway, to approve Board officers as presented: Peter Sobol, President; Evan Richards, Vice President; and Ken Machtan, Secretary/Treasurer elected Motion carries 6 - 0 - 0 by acclamation.

c. Updated library board bylaws

Motion by Ken Machtan, second by Michael Shumway, to approve Updated library board bylaws Motion carries 6 - 0 - 0 by acclamation.

d. Adjacent County Payments

Motion by Ken Machtan, second by Michael Shumway, to approve Adjacent County Payments Motion carries 6 - 0 - 0 by acclamation.

e. Ad-hoc Long Range Planning Committee

Motion by Karin Mandli, second by Michael Shumway, to approve the creation of an Ad-hoc Long Range Planning Committee Motion carries 6 - 0 - 0 by acclamation.

f. Library Fines and Fees

The board discussed implementing their fine free policy as it was passed in September 2019. Machtan asked that Library Director Cox report back with the percentage of books that were over due when there were fines and after fines are waived.

g. E. D. Locke Public Library Organization Chart

h. Assistant Director/Circulation Supervisor Job Description

Motion by Ken Machtan, second by Karin Mandli, to approve Assistant Director/Circulation Supervisor Job Description Motion carries 6 - 0 - 0 by acclamation.

i. Technical Services Supervisor Job Description

Motion by Karin Mandli, second by Ken Machtan, to approve Technical Services Supervisor Job Description Motion carries 6 - 0 - 0 by acclamation.

6. ADJOURNMENT

Motion by Ken Machtan, second by Karin Mandli, to adjourn at 6:15

Pursuant to law, written notice of this meeting was given to the public and posted on the public bulletin boards in accordance with Open Meetings Law.

Respectfully submitted,
Heidi Cox
Library Director