VILLAGE OF MCFARLAND

Library Board Minutes

Wednesday, November 4, 2020 - 5:15 PM

1. CALL TO ORDER

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

Members present: Karin Mandli, Evan Richards, Peter Sobol, Ken Machtan, Michael Flaherty, Staci Fritz

Members not present:

Staff Present: Heidi Cox, Library Director

2. PUBLIC APPEARANCES AND COMMUNICATION

Library Director Cox mentioned that she received an email from Candice Mooney with a photo of her grandson longing to get into the building. Another patron made and gifted masks for library staff.

a. *This is an opportunity for members of the public to address the Library Board. Please remember this is a virtual meeting conducted through the Zoom online meeting platform. Zoom meeting attendees wishing to address the board may do so using the Question and Answer feature within the Zoom online meeting platform. You may state your name, address, and provide your comments to the board for their consideration. Members of the public who are present in person and wish to address the board should fill out a public comment form and turn into the meeting chairperson. Members of the public may speak during public appearances or during their selected agenda item as they designate on the public comment form. Please adhere to the 3-minute time limit. Additionally, you may send your public comments to hcox@mcfarlandlibrary.org to be included as part of the meeting.*

3. ACTION ITEMS

a. *Approval of the draft Minutes of the October 5, 2020 Library Board meeting*

Motion by Evan Richards, second by Village Trustee Michael Flaherty, to approve the draft Minutes of the October 5, 2020 Library Board meeting Motion carries 6 - 0 - 0 by acclamation.

b. *Approval of the October 2020 general fund and trust fund bills.*

Motion by Ken Machtan, second by Evan Richards, to approve Approval of the October 2020 general fund and trust fund bills totaling $30,288.75. Motion carries 6 - 0 - 0 by acclamation.

4. INFORMATION ITEMS

a. *2020 Budget Update*

b. *Director's Report*

c. *Monthly Statistical Report*

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

a. *Shelver Job Description*
Motion by Evan Richards, second by Ken Machtan, to approve changes to the Shelver Job Description Motion carries 6 - 0 - 0 by acclamation.

b. *Shelver II Job Description*
Motion by Ken Machtan, second by Evan Richards, to approve Shelver II Job Description with changes (reformat the Ability To" section of the job description). Motion carries 6 - 0 - 0 by acclamation.

c. *Director's Performance Evaluation*

6. ADJOURNMENT

Motion by Ken Machtan, second by Village Trustee Michael Flaherty, to adjourn at 5:47

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