

VILLAGE OF MCFARLAND
Library Board Minutes
Monday, April 5, 2021 - 4:00 PM

1. CALL TO ORDER

Peter Sobol called the Library Board to order at 4:00 pm in the the McFarland Municipal Center Community Room.

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

Members not present:

Staff Present: Heidi Cox, Library Director

2. PUBLIC APPEARANCES AND COMMUNICATION

- 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 March 1, 2021 Library Board meeting.*
Motion by Member Evan Richards, second by Village Trustee Michael Flaherty, to approve the draft Minutes of the March 1, 2021 Library Board meeting. Motion carries 7 - 0 - 0 by acclamation.
- b. *Approval of the March 2021 general fund bills and gift fund bills.*
Motion by Member Ken Machtan, second by Member Staci Fritz, to approve the March 2021 general fund bills and gift fund bills. Motion carries 7 - 0 - 0 by acclamation.

4. INFORMATION ITEMS

- a. *2021 Budget Update*
- b. *Director's Report*
- c. *Monthly Statistical Report*

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

a. Adjacent county payments

Motion by Member Ken Machtan, second by Member Mona Nelson, to approve having the South Central Library System bill adjacent counties on the library's behalf. Motion carries 7 - 0 - 0 by acclamation.

b. Library Reopening Plan

There was discussion on the steps the library was taking to keep both the public and the staff safe upon reopening. The steps include: removing lounge furniture, reminding patrons to wear masks and social distance, staff training on the new technology that has been implemented while we were closed.

c. Staff training Day April 23, 2021

Motion by Member Ken Machtan, second by Member Staci Fritz, to approve closing the library on April 26, 2021 for staff training. Motion carries 7 - 0 - 0 by acclamation.

d. Review of Curbside Delivery Survey

e. Service Animals Policy

Motion by Member Evan Richards, second by Member Mona Nelson, to approve changes to the Service Animals Policy Motion carries 7 - 0 - 0 by acclamation.

f. Volunteer Policy

Motion by Member Evan Richards, second by Member Staci Fritz, to approve changes to the Volunteer Policy Motion carries 7 - 0 - 0 by acclamation.

g. Story Time Policy

This policy was reviewed. No changes were made.

6. ADJOURNMENT

Motion by Village Trustee Michael Flaherty, second by Member Mona Nelson, to adjourn at 4:56

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