

VILLAGE OF MCFARLAND

Library Board Minutes

Monday, April 3, 2023 - 5:15 PM

1. CALL TO ORDER

Ken Machtan called the Library Board to order at 5:15 p.m. the E.D. Locke Public Library, meeting room 103.

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

Members not present:

Staff Present: Heidi Cox, Library Director

2. PUBLIC APPEARANCES AND COMMUNICATION

3. ACTION ITEMS

a. Motion to approve the minutes of the March 6 & March 20, 2023 meetings.

Motion by Member Evan Richards, second by Member Peter Sobol, to approve the minutes of the March 6 & March 20, 2023 meetings. Motion carries 6 - 0 - 1 by acclamation, with Carrie Nelson abstaining.

b. Motion to approve the March invoices

Motion by Member Karin Mandli, second by Member Staci Fritz, to approve the March invoices Motion carries 7 - 0 - 0 by acclamation.

4. INFORMATION ITEMS

a. Budget Update

b. Director's Report

c. Monthly Statistical Report

5. ITEMS FOR DISCUSSION AND POSSIBLE ACTION

a. Adjacent County Payments

Motion by Member Karin Mandli, second by Member Evan Richards, to approve allowing South Central Library System to bill adjacent counties for library service on the library's behalf. Motion carries 7 - 0 - 0 by acclamation.

b. Library Closure May 22-May 29, 2023

Motion by Member Peter Sobol, second by Member Mona Nelson, to approve Library Closure May 22-May 29, 2023 for HVAC system repairs and upgrades. Motion carries 7 - 0 - 0 by acclamation.

c. Library Logo

Motion by Member Staci Fritz, second by Member Mona Nelson, to approve option #2 of the sample logos from Design Craft as the library's official logo. Motion carries 7 - 0 - 0 by acclamation.

d. Smart phone and mobile hotspot purchase

Motion by Member Karin Mandli, second by Member Peter Sobol, to approve the purchase of a smart phone and mobile hotspot for the library. Motion carries 7 - 0 - 0 by acclamation.

e. Library Patron Behavior Policy during a Pandemic

Motion by Member Mona Nelson, second by Member Staci Fritz, to approve removing the *Library Patron Behavior during a Pandemic* policy from the library policy manual. Motion carries 7 - 0 - 0 by acclamation.

f. Volunteer Policy

Motion by Member Evan Richards, second by Village Trustee Carrie Nelson, to approve the updates (removing the need to review the volunteer guidelines and for a juvenile's parent to sign a waiver) to the Volunteer Policy Motion carries 7 - 0 - 0 by acclamation.

g. Storytime Policy

Motion by Member Karin Mandli, second by Member Mona Nelson, to approve removing the Storytime Policy from the library's policy manual. Motion carries 7 - 0 - 0 by acclamation.

6. ADJOURNMENT

Motion by Village Trustee Carrie Nelson, second by Member Staci Fritz, to adjourn at 6:10pm

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