

## Minutes of the June 8, 2020 Scandinavia Public Library Board of Trustees

Held online using Microsoft Teams.

Members in attendance: Tom Michael, Jane Marx, Shannon Piotrowski, and Melissa Swenson

Members not in attendance: Linda Charleston

Others in attendance: Sue Vater Olsen, library director, and Jeff Michael, guest during meeting launch

The meeting was called to order by Melissa Swenson at 6:39 p.m.

The minutes of the May 11, 2020 meeting were not available.

Library expenses were presented. Melissa Swenson moved to approve the expenses as listed. Tom Michael seconded the motion. The motion was passed unanimously.

Fines were discussed because a minimum 72-hour quarantine of materials or non-return of items due to COVID-19 should not incur fines. Melissa Swenson moved to remove any overdue fines until the September board meeting. Tom Michael seconded the motion. All are in favor of the motion. Sue will contact OWLS to have this setting changed in Sierra, the ILS.

Staffing the library was discussed. Bonnie Olson has resigned from the library staff. Another staff member may not be available during the school year. She is scheduled to work at school mid-day, which doesn't work well with our schedule. Being flexible will benefit the library if the staff member is available or other changes have to be made that the library can retain quality staffing.

The meeting went into a closed session to discuss a specific staff member's employment details. It was opened again after the topic was discussed.

Microsoft Teams is working well for those library board members in attendance. If this changes, Sue Vater Olsen should be notified so that changes can be made.

Curbside pick-up of library materials continues for COVID-19 safety. Further opening the library will be considered in the future.

Shannon Piotrowski moved not to participate in a Sentry Grocery Store brat fry this summer. Discussion was held. The safety of such an event is unknown. If the library director or board members are working at a brat fry, but not providing in-library services, it may send mixed signals to people. Tom Michael seconded the motion. All are in agreement.

The next scheduled library board meeting is Thursday, June 11. It will be held at 6 p.m.

The meeting was adjourned at 8:10 p.m.

Respectfully submitted by Sue Vater Olsen.

These minutes are not official until approved.