

December Minutes of the Slinger Community Library Board

Monday, December 14, 2020

The meeting of Slinger Community Library Board of Trustees of the Village of Slinger was called to order by Library Board President Linda Brandt at 218 Slinger Road, Slinger, WI at 4:30pm on Monday, December 14, 2020 in accordance with Notice of Meeting delivered to members on December 11, 2020.

**Roll Call and Confirmation of Open Meetings Law:**

	<u>Present</u>	<u>Absent</u>
Linda Brandt	X	
Marlyss Thiel	X	
Vicky Farr	X	
Holly Koerner (excused)		X
Beth Lighthizer	X	
Donna Moldenhauer	X	
Cheryl Korinek	X	
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Also present:

Leslie Schultz, Library Director

Margaret Wilber, Village Administrator

**I. Public Appearance – Open for Public Comment**

**II. Consideration and possible action regarding the minutes of the November 16, 2020 meeting.**

Motion by Thiel/Farr to accept minutes with corrections. Motion carried.

**III. Consideration and possible action regarding vouchers for November 2020**

Motion by Korinek/Farr to accept vouchers as presented. Motion carried.

**IV. Old Business**

A. Review and Action

i. Board Development Session – Board Ethics

Motion by Korinek/Lighthizer to move Short Takes for Trustees video to last on agenda. Motion carried.

ii. Emergency/Inclement Weather Closure Policy

Director Schultz stated the policy was updated to include separate sections for each situation for when the library could be closed. President Brandt stated adding, “the library can be closed by library director and in consultation with library board president.” Trustee Korinek stated making changes to the paragraph pertaining to Power Outages/Vital Equipment/HVAC Failure to say “after consulting with the Village Engineer and Village Administrator, a decision will be made concerning closing the library.” Trustee Korinek make a correction to say symptoms instead of epidemic. Library Board stated to make corrections and bring back for approval at January library board meeting.

## **V. New Business**

### **A. Review and Action**

#### **i. Staff Development Day-Friday, March 5, 2021**

Director Schultz stated having SDD on March 5<sup>th</sup>. President Brandt asked if the director could look into having SDD over two days so the library would not have to be closed. Director Schultz stated she would look into that and other alternatives.

#### **ii. Staff Job Descriptions updates-benefits**

Motion by Moldenhauer/Lighthizer to take out the benefits section in the library director job description. Motion carried.

## **VI. Director's Report**

### **A. Circulation and Library Use Statistics**

Director Schultz stated November total circulations, digital and physical were 6,593 with physical circulations at 5,639 and digital at 954. Director Schultz stated physical circulations were up 5.2% from November 2019. Digital circulations are down ~8% from October 2020

### **B. Library Program Report: December**

Director Schultz shared the program statistics for November.

#### **i. Board Development Session-Board Ethics**

An eight-minute Short Takes for Trustee video on board ethics was shown. Handout was given to trustees to read and for review.

**IX. Next Meeting Date:** Monday, January 11, 2021 at 4:30pm

## **X. Adjourn Meeting**

Motion by Moldenhauer/Thiel to adjourn at 5:07pm. Motion carried.

Respectfully Submitted, Leslie Schultz, Library Director