

MINUTES FOR THE MEETING OF THE BARABOO PUBLIC LIBRARY BOARD OF TRUSTEES

Date and Time: Tuesday, August 18, 2020, 5:30pm

Location: Lower Level Meeting Room, Baraboo Public Library, 230 4th Ave, Baraboo
WI 53913

Conference Call Number: 1-414-662-3639, Conference Code Number: 727 588 637#

Members Present: J. Ellington, L. Harthorne, F. Hartmann, A. Kujawa, B. Persche, P. Roland,
B. Stelling

Others Present: Nathan Rybarczyk, Beth VanCurine, Carter Arndt,

I. Call to order (5:31 pm, John Ellington)

- A. Note compliance with Open Meeting Law
- B. Roll call--L. Harnthorne (online-present), J. Ellington (present), F. Hartmann (present), A. Kujawa (present), B. Persche (present), P. Roland (present), B. Stelling (phone-present), M. Yates-Wickus (not present-excused), L. Steffes (not present)
- C. Approval of the July 21, 2020 Library Board meeting minutes
 - a. Motion A. Kujawa
 - b. Second L. Harnthorne
 - c. Motion passes unanimously
- D. Approval of the Agenda
 - a. Motion A. Kujawaw
 - b. Second B. Persche
 - c. Motion passes unanimously

NOTES: Special Board meeting minutes not included, will be added to next month's packet for approval.

II. Public Hearings/Appearances

III. Action items

- A. Committee assignments
 - a. Motion to accept committee assignments--A. Kujawa
 - b. Second--B. Persche
 - c. B. Stelling (aye), L. Harthorne (aye), J. Ellington (aye), F. Hartmann (aye), A. Kujawa (aye), B. Persche (aye), P. Roland (aye)--Motion passes unanimously
- B. Recommendation from building committee on photovoltaic panels for building expansion--C. Arndt explains options for owning photovoltaic vs. leasing photovoltaic panels
 - a. Motion made to approve MSA exploring two options for photovoltaic panels as the project moves forward (this would be at no additional expense to the library board per C. Arndt) P. Roland

- b. Second--B. Persche
 - c. L. Harnthorne (aye), J. Ellington (aye), F. Hartmann (aye), A. Kujawa (aye), B. Persche (aye), P. Roland (aye), B. Stelling (aye) Motion passes unanimously.
- C. Recommendation from building committee on HVAC system for building expansion--C. Ardnt and B. Persche--explains real life examples--see notes in packet. C. Ardnt shares his observation--not a lot of success stories with geothermal. B. Persche shares conversations/suggestions from other entities that have taken this route. Since many had challenges and could not recommend others going the route of geothermal, it may be more advantageous to focus more on other details--insulation, L.E.D. bulbs, etc. and choose a more reliable HVAC option.
- a. A. Kujawa makes a motion that we move forward on the high efficiency conventional boiler/chiller option.
 - b. Second J. Ellington
 - c. B. Stelling (aye), L. Harthorne (aye), J. Ellington (aye), F. Hartmann (aye), A. Kujawa (aye), B. Persche (aye), P. Roland (aye)--Motion passes unanimously.
- D. Bills: J. Ellington, Examiner
- a. Motion to pay the bills--J. Ellington
 - b. Second--F. Hartman
 - c. P. Roland (aye), B. Stelling (aye), L. Harthorne (aye), J. Ellington (aye), F. Hartmann (aye), A. Kujawa (aye), B. Persche (aye)--Motion passes unanimously.

IV. Information items

A. Sunshine fund--John Ellington--Will be asking each board member to contribute \$20 per year for the staff holiday party and additional little treats once in a while as possible.

B. Report from Building Committee--B. Persche--Mary Grant--on board 33 years, past president, donations also considering naming rights for Ritzenthaler

C. Financial Reports

- 1. Revenue and donations report
- 2. General Fund Income Statement with Comparison to Budget report
- 3. Trust Fund report
- 4. LPL Brokerage Funds report

D. Staff reports

- 1. Adult Services and Technology Report--Nathan Rybarczyk
 - 1. Virtual programming
 - 2. Zoom purchase--one subscription, up to 100 attendees
- 2. Youth Services Report--Beth VanCurine
 - 1. Program Statistics
 - 2. Activity Report

3. Director's Report
 1. COVID-19
 2. Reminder on trustee training week August, one per year recommended for board
 3. Share updated staff directory

- E. Statistics
- F. Friends report
- G. Correspondence

- V. Adjourn (6:37pm)
 - A. Motion to adjourn-- P. Roland
 - B. Second-- B. Persche
 - C. Motion passes unanimously.