

**Sturm Memorial Library  
Board of Trustees Meeting  
July 14, 2020**

The meeting was called to order via Go to Meeting at 5:29pm by President Judy Trull.

**Roll Call-** members present: Judy Trull, Blair Olsen, Alice Brown, Dr. Melanie Oppor, John Mann, and Coleen Phelan. Library Director Ellen Connor, Bradley Shipps from OWLS, and Lyn Hokenstad also present.

**Approval of Agenda-** Motion by Dr. Oppor/ Brown to approve the agenda. Roll call vote: Dr. Oppor: Yes; Olsen: Yes; Phelan: Yes; Mann: Yes; Brown: Yes.

**Approval of June 2020 minutes-** Motion by Dr. Oppor/ Brown to approve the June minutes. Roll call vote: Dr. Oppor: Yes; Olsen: Yes; Phelan: Yes; Mann: Yes; Brown: Yes.

**Approval of Library Bills and Distribution of Monthly Budget Report -** Motion by Dr. Oppor/ Olsen to approve General Bills of \$3,601.01. Roll call vote: Dr. Oppor: Yes; Olsen: Yes; Phelan: Yes; Mann: Yes; Brown: Yes.

**Audience to Visitors -** Welcomed Lyn Hokenstad

**Committee Reports-**

1. Report of Building Committee
  - a. Motion by Dr. Oppor/ Olsen to have Mr. Timm repair the drive up book drop using \$800.00 from the Building Fund. Roll call vote: Dr. Oppor: Yes; Olsen: Yes; Phelan: Yes; Mann: Yes; Brown: Yes.
  - b. Maintenance Position not filled yet
  - c. Calls have been made to repair the sprinkler system.
2. Finance & Personnel
  - a. Motion by Olsen/ Mann to renew the CD at Premier Bank for 12 months at .40. Roll call vote: Dr. Oppor: Yes; Olsen: Yes; Phelan: Yes; Mann: Yes; Brown: Yes.
  - b. Reviewed SCLS Foundation report
3. Policy Committee

Recommendations per June 22nd meeting

- a. Motion by Dr. Oppor/ Mann to approve the SML Pandemic / Epidemic Policy with amended language as presented. Roll call vote: Dr. Oppor: Yes; Olsen: Yes; Phelan: Yes; Mann: Yes; Brown: Yes.
- b. Motion by Dr.Oppor/ Brown to approve the SML Programming and Meeting Room Use Policies during Pandemics/ Epidemics Policy as presented. Roll call vote: Dr. Oppor: Yes; Olsen: Yes; Phelan: Yes; Mann: Yes; Brown: Yes.
- c. Motion by Phelan/ Olsen to formally adopt the Wisconsin Reopening Guidelines with the exception of those items not applicable to the Library. Roll call vote: Dr. Oppor: Yes; Olsen: Yes; Phelan: Yes; Mann: Yes; Brown: Yes.

**Communications-** Memorials in honor of Deborah Hoffman have been received.

**Unfinished Business-**

1. Laptop Update - computer is ordered.
2. Migration to the new system CARL X continues on schedule.
3. Drafted letter was sent last week from the board requesting more information from the MPD. No response yet.

**New Business-**

1. Motion by Dr. Oppor/ Olsen to approve \$1,555.00 from the Local Government Investment Pool Fund for the OWLS grant self-checking station to cover the libraries portion of that investment as presented. Roll call vote: Dr. Oppor: Yes; Olsen: Yes; Phelan: Yes; Mann: Yes; Brown: Yes.
2. Adult Make & Take Programming
3. Board Vacancy

**Next Meeting- August 11, 2020 @ 5:30PM**

**Adjournment-** Motion by Brown / Mann to adjourn at 7:18 pm. Motion carried

Respectfully submitted:  
Coleen Phelan, secretary