

**Sturm Memorial Library
Board of Trustees Meeting
March 12, 2019**

Meeting was called to order at 5:30pm by President Judy Trull.

Roll Call- members present: Judy Trull, Barb Baumgartner, Coleen Phelan, Mona Golla-Kolosso, Blair Olsen, Alice Brow., Library Director Ellen Connor also present. Dr. Melanie Oppor arrived- 5:58pm.

Introduction of Visitors- none

Approval of Agenda- Motion by Brown/ Golla-Kolosso to amend agenda to remove statement of Introduction of New Board Members. Motion carried. Motion by Brown/ Golla-Kolosso to approve agenda as amended. Motion carried.

Approval of February Minutes –

Motion by Brown/ Olsen to accept the February Minutes. Motion carried.

Approval of Library Bills- Motion by Golla-Kolosso/ Brown to approve Donation Expenditure Account Bills for February and March of \$ 3,011.19 and General Bills of \$4,542.98. Motion carried.

Distribution of Monthly Budget Report- Director Connor explained the expenses of February budget due to snow removal by Scott's Tree Moving & Sales.

Audience to Visitors- None

Committee Reports:

Building Committee-

1. Video Camera Update- cables have been installed by Master Electric.
2. Damage to Drive up Book Return – The board viewed the video from outside camera recording Scott Jaeger (Scott's Tree Moving & Sales) backing over the drive up book return box while removing snow from the back parking lot. The box is badly damaged. Discussion. Best solution was replacement. Motion by Olsen/ Brown to replace the drive-up book return drop box by the snow removal company (Scott's Tree Moving & Sales) due to damage incurred during snow plowing. Motion carried.
3. Men's Bathroom Repairs- Director reported that the urinal quit working. She called Lorge Plumbing and they repaired the urinal.

Finance & Personnel-

1. Report on Salary Study- the Committee met and will meet for another meeting on May 14th.
2. Personnel Manual- Schedule Review- Director informed the Board the last review was done in 2017. She explained few usages of gender identity need to be addressed. Decision was made to place review of Personnel Manual on the April meeting agenda.

Policy Committee- Nothing to report.

Communications- The Library received a donation of \$100 from Helene Pohl.

Old Business:

1. New Logo for Library- Director Connor informed the Board that their words toward the design was well received by Chad of OWLS and he will come up with designs for the Board to look at.

New Business:

1. Nominating Committee for General Elections in April- President Trull appointed herself and Phelan to the Nominating Committee and recommendations to be ready for the April Meeting.
2. Trustee Education- Confidentiality Laws for Libraries- Director Connor explained the library's video surveillance system: if a crime occurs at the library they can turn the video segment of the episode over to police to help with investigation. First Amendment Audit was explained by Director Connor where individuals film inside libraries to see if staff will allow them to do it. If staff resist, then the library fails the "First Amendment Audit" and the subsequent videos are posted to YouTube. It is legal for people to film inside libraries and libraries have been instructed by DPI not to try to keep people from doing it as long as they are following regular behavior policies.

Next Meeting- April 9, 2019 @ 5:30 PM

Adjournment- Motion by Brown/ Golla- Kolosso to adjourn at 6:31 pm. Motion carried.

Respectfully Submitted:
Barbara Baumgartner, Secretary