

Algoma Public Library  
Board of Trustees Meeting Minutes  
July 20, 2020

**Members Present:** Director Cathy Kolbeck, Ann Schoenborn, Sue Hass, Lila Schlorf, Jake Maring.  
Also present Matt Murphy.

**Members Excused:** Diana McAninch, Nicole Meverden

The July 20, 2020 meeting of the Board of Trustees of the Algoma Public Library was called to order by Ann Schoenborn, at 4:00pm. A motion to approve the agenda was made by Lila Schlorf, seconded by Sue Hass, motion carried.

**PUBLIC INPUT:** None

A motion to approve the minutes of the June 15, 2020 meeting of the Board of Trustees of the Algoma Public Library was made by Jake Maring, seconded by Sue Hass, motion carried.

**FRIENDS OF THE LIBRARY REPORT:** The Algoma Book Corner will reopen on Saturday, August 1<sup>st</sup> with restrictions much like what is put in place at the Library. The Library Friends received two grants through the Algoma Utilities. They will be used to purchase PPE supplies and a vacuum for The Book Corner. Thank you Algoma Utilities.

**DIRECTOR'S REPORT:** Our Summer Reading Program is winding down. Library staff are continuing to plan online programming and Take Home Programming Kits for all ages.

The Library received two Grants from the Algoma Utilities. The WPPI Energy COVID-19 Community Recharge Program Grants will be used to purchase 5 Hotspots and the service plan for these hotspots for one year. These will be available for patrons to check out. The other Grant will be used for Take Home Kits for all ages. A big thank you to the Algoma Utilities.

Library Staff are working on new ILS Training. There has been a total of 38 hours of training in the last 4 weeks and staff have been watching the trainings and doing exercises associated with that.

**TREASURER'S REPORT:** Revenues and disbursements were presented to the Library Board.

**LIBRARY BILLS:** A motion to approve the July 2020 expenditures was made by Lila Schlorf, seconded by Sue Hass, motion carried.

**OLD BUSINESS:** The Board reviewed our Reopening Plan which was put in place on June 22<sup>nd</sup>. Cathy reported that everything was going well and it was decided to keep everything in place for another month. Will review at next Library Board Meeting.

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2020 Policy Review & Approval: A motion was made to accept the Personnel Library Policy by Jake Maring, seconded by Sue Hass. Motion Carried.

**NEW BUSINESS:** Building Update. The Library Board was updated on the Air Conditioning Unit that is no longer working in the lower section of the library. Matt Murphy let the board know what the options were regarding air conditioning. It was decided to have Cathy work with Matt to look at a wall unit similar to what was just added to the Fire Station.

A motion to approve the 2021 budget was made by Sue Hass, seconded by Lila Schlorf. Motion carried.

**CLOSED SESSION:** None

**OPEN SESSION:**

**ITEMS FOR NEXT MEETING:** Review Opening Plan

**ADJORN:** A motion to adjourn was made by Sue Hass, seconded by Lila Schlorf, motion carried. Meeting adjourned at 4:48pm. The next meeting of the Algoma Public Library Board of Trustees will be Monday, August 17 at 4:00pm in the Council Chambers.

Minutes Recorded by Lila Schlorf  
Minutes Written by Cathy Kolbeck  
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