

Rusk County Community Library Board Meeting Minutes

Tuesday, February 9th, 2021

Present: Leah Fuse, Hollis Helmecci, Cindy Pohlman, Gerard Schueller, Annette Barna, Anna Kauffman, Jon Thompson, Laura Stunkel

The meeting was called to order in the upper level of the Rusk County Library by Randy Tatur at 5:00pm.

The board reviewed the Tuesday, January 12th, 2021 meeting minutes. It was noted that the information from Jon Thompson was sent by email. A motion was made by Anna Kauffman to approve the January 12th, 2021 meeting minutes and seconded by Gerard Schueller. The motion carried.

The financial statements for January 2021 were not available for the board to review and accept. They will be reviewed on March 9th, 2021.

Next, the board reviewed the invoices from January/February 2021. A motion to approve the invoices was made by Cindy Pohlman and seconded by Annette Barna. The motion carried.

A review was made of the annual report. In part 4 of the library governance section, there are errors in the zip codes and Anna Kauffman is the replacement for Janet Platteter. The report shows a non-compliance on page 12. The motion of, while currently out of compliance, the board is forming a plan to become compliant was made by Cindy Pohlman and seconded by Leah Fuse. The motion carried.

The board discussed maintenance issues. It was said, that a person of the city volunteered to get opinions on how to fix the HVAC. The board would like to invite that person to come to the board meeting in March to discuss the different options of fixing the HVAC. Cindy Pohlman suggested the board may want to form a grounds/building committee to help with maintenance issues.

Next, the board discussed the compliance issue. The library's fund is out of compliance until there is an opportunity to clear up finances among the county, city, and the library board. Everyone will need to positively collaborate to fix the non-compliance issue. It is noted in Article VI, section 4, of the Rusk County Community Library Bylaws, that, "the board shall have exclusive control of the expenditures of all moneys collected, donated, or appropriated for the library fund and shall audit and approve all expenditures at regular meetings".

Next, the board discussed COVID-19 adjustments to service. At this time, 3 people can use computers at a time for 30 minutes, by appointment. Browsing is limited to one patron at a time. There were some complaints to staff closing 15 minutes early. Also, the staff is letting patrons know about the online system.

The director's report was given by Hollis Helmecci. There was a total of 3 events with 71 participants. The Booktique is open one day per week. The library is excited to have the Booktique open again!

The next meeting is scheduled for March 9th, 2021.

The meeting was adjourned at 6:41 pm.

Respectfully submitted by Leah Fuse