

BROOKINGS PUBLIC LIBRARY

BOARD OF TRUSTEES

December 17, 2020
MEETING MINUTES

The Board of Trustees of the Brookings Public Library met on Thursday, December 17, 2020 at 12:00 pm via Zoom.

MEMBERS PRESENT: Sarah Meusburger, Doug O'Neill, Deb Waltman, Kathy Miller

OTHERS PRESENT: Nita Gill, Paul Briseno, Jen Anderson

1. Call to Order

Sarah Meusburger called the meeting to order.

2. Approval of Agenda

Sarah Meusburger called for approval of the meeting agenda. Kathy Miller moved to approve the meeting agenda with the addition of Current Library Hours under New Business. Doug O'Neill seconded. Motion carried.

3. Approval of Minutes

Sarah Meusburger called for approval of the minutes from the November 12, 2020 meeting. Kathy Miller moved to approve the meeting minutes. Deb Waltman seconded. Motion carried.

4. Old Business

5. New Business

5.1 Current Library Hours

Paul Briseno started by appreciating the Library Board members and thanking them for the recommendation last month about the Library hours. Paul Briseno explained to the Library Board members about his decision-making process and his constant contact with healthcare personnel, medical providers and other college towns on how they address COVID-19. Paul Briseno and Ashia Gustafson had multiple conversation on the process of opening the Library back-up to serve the community. It was mentioned that the Library tends to follow the Brookings Public School, which the schools have been open. Paul Briseno wanted to extend hours to help working folks in the community and keep sources open for the community members; as well as putting safety procedures in place to protect the staff. With safety procedures and keeping safety measures in place, open operations can occur during COVID-19. Doug O'Neill disagreed with extending the Library hours when the virus was peaking, and feels the Library is not setting a good example. Kathy Miller felt it wasn't the best time to extend the hours. Doug O'Neill and Deb Waltman thought the Library Board members recommendation was not considered and not involved in the decision-making process. Sarah Meusburger agreed with the extended hours due to the schools being open and being a patron who works until 5:00 PM. Paul Briseno asked if meeting with a medical provider would help explain this decision to extend hours at the Library.

5.1 Approval of Bills

The Library Board members discussed the November 2020 bills, budgets and expenditures. Kathy Miller moved to approve the November 2020 bills. Deb Waltman seconded. Motion carried.

6. Other Items & Reports

6.1 Financial Report

Nita Gill presented the review of the 2020 Budget through November to the Library Board members. The Library Board members discussed the budget.

6.2 Librarian's Report

Nita Gill presented the monthly report to the Library Board members. Nita Gill and Library Board members thanked Sarah Meusburger for being on the Board. The new Library Board member, Stephanie Carroll will start at the January 2021 meeting.

7. Public Comment on Items not on Agenda

8. Next Meeting: Thursday, January 14 at 12:00 PM

9. Adjournment

Deb Waltman moved to adjourn the meeting. Doug O'Neill seconded. The meeting adjourned at 12:52 pm.

Respectfully submitted,
Nita Gill,
Acting Director of Library Services