

Minutes of July 15, 2020 Board meeting  
Pauline Haass Public Library

Called to order at 6:32 p.m.

Roll call: Carran, Hacker, Jilling, Koenig, Kucharski, Vande Hei, Schultz, Wegner, Zoellick present. Bougie, Roubik absent. Also present: Adele Loria, Library Director.

Vice-President Hacker presided in President Bougie's absence.

Vande Hei/Zoellick motion to accept minutes of June 17, 2020 Library Board meeting as presented; motion carried. Vande Hei/Zoellick motion to accept minutes of July 7, 2020 Budget & Finance Committee meeting as presented; motion carried.

Comments from citizens present: none

Communications received by Board members or Director: Loria shared a letter from Greg Tyson regarding the estate of Maurice Louret and a potential bequest to the library. The Board discussed options on how to deal with the logistics of settling the estate. No action was taken.

Financial report: Revenue and Expenditure Guidelines from June 2020 accepted as presented by Koenig/Schultz motion; motion carried.

Prepaid bills in the amount of \$666.49, P-Card bills in the amount of \$1,969.12, July bills in the amount of \$14,790.89, and June 2020 expense in the amount of \$71,524.18 approved by Koenig/Schultz motion; motion carried.

Director's report: Loria reviewed items in her written report and other items as allowed by agenda.

New Business: following the Budget & Finance Committee's report of the 2021 budget request to the Village of Sussex, Koenig/Schultz motion to approve as presented; motion carried.

Loria presented an extras request for the 2021 budget. Following discussion, Vande Hei/Koenig to approve the extras list as presented; motion carried.

Following discussion of the revised Allowable Costs Worksheet, Carran/Hacker motion to approve with corrections; motion carried.

Loria presented an emergency response plan for a confirmed COVID case; following discussion, Wegner/Hacker to approve as presented; motion carried.

Meeting adjourned at 8:00 p.m. by Wegner/Vande Hei motion.

Respectfully submitted,

Adele Loria  
Library Director

Minutes prepared by Mary Olson, Administrative Services Manager  
Minutes approved by Library Board August 19, 2020