

**MINUTES OF THE MEETING OF THE
KIMBERLY PUBLIC LIBRARY BOARD
NOVEMBER 16, 2020**

The meeting was called to order at 5:03pm by Library Board President Corinne Herro.

Members present: Corinne Herro, Rose Vander Velden, Dave Hietpas, and Phil Yunk (via GoToMeeting)

Excused Absence: Barbara Wentzel.

Others present: Danielle Block, Holly Selwitschka, Marcia Trentlage, Village Board Trustee Lee Hammen

Motion by Vander Velden, 2nd by Hietpas to approve the minutes of the October 19 meeting. Motion carried.

Selwitschka presented information regarding the hiring process and progress on staffing plans: jobs have been posted internally only; interviews scheduled for end of the week.

Motion by Vander Velden, 2nd by Hietpas to adopt the Village of Kimberly Personnel Policy with the addendum to assert Library Board authority over library personnel matters in accordance with state statutes. Motion carried.

Approval of job descriptions and organizational chart were tabled until the December meeting.

Board members discussed expectations for opening the library on January 4 including issues related to COVID-19, marketing, and library hours.

Unfinished business: None

New business: Marcia Trentlage reported on the status of FOLKS; the Kimberly Library Friends group is beginning the process of forming a 501(C)(3).

Items for the next library board meeting include job descriptions, marketing proposal, opening information follow-up, circulation policy.

Motion by Vander Velden, 2nd by Hietpas, 2nd to adjourn at 5:45 pm. Motion carried.

Submitted by:

Holly Selwitschka, Library Director