



**CITY OF NEW BERLIN
LIBRARY BOARD - MINUTES
Monday, January 10, 2022**

Public Library

6:00 PM

Please note: Minutes are unofficial until approved by the Common Council at the next regularly scheduled meeting.

PUBLIC COMMENT SESSION

- 1 Public Comment Rules - Forms to sign up for public speaking will be available 30 minutes prior to the meeting, and made available to the Library Board Secretary. Forms received after the 6:00p.m. meeting start time will be heard based on Board approval. Subject to the procedures which immediately follow, for a 30-minute period prior to the commencement of this meeting of the New Berlin Library Board any person may address the Board members present. During this period for the members of the public to address the members of the Library Board the following procedures shall apply:

- A. Individual presentations are limited to 2 minutes.
- B. Privilege of the Floor shall last no longer than 30 minutes.
- C. Presentations shall be limited to matters on the Library Board agenda for this meeting.
- D. Presentations shall not deal in personalities or personal attacks on members of the Board or Library employees.
- E. Presentations are not to be designed for purposes of engaging others in a debate or a response in this forum.
- F. There may be a large number of residents that would like to speak and in order to provide as many residents as possible an opportunity to speak, the Chairperson may limit the amount of times a person can speak to only once.
- G. Persons speaking should avoid duplication of the comments of other persons in their comments.
- H. Speakers shall fill out a form with their name and address and give it to the Board Secretary before beginning their remarks.
- I. Speakers shall also state their name and address at the beginning of their comments. These, along with a brief statement collected by the Secretary, will be available on the Library Minutes.
- J. Those present, engaged in disruptive behavior during and after presentations will be asked to leave.

ITEM: The Board previously served notice that it would give public hearing to anyone who registered to speak before the 6:00 p.m. deadline. No members of the public registered to speak.

The January 10, 2022, meeting of the New Berlin Public Library Board of Trustees was called to order at 6:00 p.m. by President Marek.

ROLL CALL; DECLARATION OF QUORUM; PUBLIC NOTICE

Present: Members Bock, Jung, Kawala, Orzel, and President Marek

Absent or Excused: Members Garrigues, Greenawalt, Maas, and Stelzner

COMMITTEE REPORTS

ITEM: Friends of the Library, Inc. - Information

A report from the Friends will be given next month.

CONSENT AGENDA

One motion and a second will approve all of the following items listed. Any item may be pulled from the list and handled separately.

ITEM: Approval of Minutes - Monday, November 15, 2021
Approval of Bills and Invoices

MOTION Motion to approve the consent agenda was made subject to correcting the year "2021" to "2022" where applicable.

VOTE: Motion By: Board Member Orzel
Seconded By: Board Member Jung
MOTION PASSED UNANIMOUSLY

ADMINISTRATIVE REPORTS

ITEM President's Report - Information

President Marek shared a thank-you card from the staff for the Christmas gifts from the Board.

ITEM: Director's Report-Information

The report is attached to the minutes of this meeting.

OLD BUSINESS

ITEM: Ongoing Pandemic Policies and Issues

Executive Director Beacom continues to monitor COVID-19 numbers (both vaccinations and reported cases). It has not caused a disruption in the ability to staff the library. Staff continues to follow CDC guidelines. The City of New Berlin formally adopted the new CDC recommendations relative to quarantining. Sanitation is stepped up with masks available for staff. Distancing is used when staff meetings are necessary. Accommodations are being made for employees who request them,

relative to more space in work areas, etc. Room capacity is still limited for the public to help ensure distancing.

No action was taken on this item.

ITEM: Library Code of Conduct Revision

The item was considered to be tabled until the next meeting.

VOTE: Motion by: Board Member Jung
Second by: Board Member Bock
MOTION PASSED UNANIMOUSLY

NEW BUSINESS

ITEM: Library of Things Policy Revision

Consideration was given to revisions to this policy to adopt the revisions as presented.

VOTE: Motion by: Board Member Orzel
Second by: Board Member Jung
MOTION PASSED UNANIMOUSLY

ITEM: 2022 CIP and Budget Process

Executive Director Beacom presented some details of our capital improvement planning. No actions taken.

ANNOUNCEMENTS

There were no announcements other than the next meeting being called for February 21, 2022.

ADJOURN

The meeting adjourned at 6:27 p.m.

VOTE: Motion By: Board Member Bock
Seconded BY: Board Member Jung

Respectfully Submitted,
Jill Kawala.