

**Minutes of the  
Meeting of the Chippewa Falls Public Library Board of Trustees  
May 20, 2020**

**1. Call to Order**

Meeting was called to order by President Jan Drehmel at 5:00 p.m.at City Hall Council Chambers.

**2. Roll Call of Members**

Members Present: Ambelang, Drehmel, Hiess, Jones, King, Newton, Russell

Others Present: Director Joe Niese, Confidential Administrative Assistant Deb Braden

**3. Approval of Agenda**

Motion by King seconded by Newton to approve the agenda. All present Voting Aye. Motion carried.

**4. Disposition of the minutes of the Board of Trustees meeting of April 22, 2020.**

Motion made by King, seconded by Jones to approve the minutes of the Board of Trustees meeting of April 22, 2020. All present Voting Aye.

**5. Disposition of the vouchers to be paid from the 2020 budget after May 26, 2020.**

Motion made by Jones seconded by King to approve the vouchers to be paid from the 2020 budget after May 26, 2020. Roll Call Vote: Voting Aye: Ambelang, Drehmel, Hiess, Jones, King, Newton and Russell. Motion carried.

**6. Public Appearances**

None

**7. Correspondence**

None

**8. Management report**

Director Niese stated that the management report was very different since the Library is closed to the public. The Children's Department has done an outstanding job with online programming. The stats are low due to the closure of the Library.

**9. Committee Reports**

a) None

**10. Current Business**

**a) Update of Library Closure**

Director Niese discussed when the Library would be open to the public. He discussed checklists for cleaning areas and removing some seating in the Library to discourage patrons from staying at the Library for long periods of time. The Board directed him to put together a plan for the reopening of the Library to present at the June 10<sup>th</sup> Board of Trustees Meeting. At that time the Board will decide on when to open the Library to the Public.

**b) Epidemic & Library Health Emergency Policy**

Director Niese presented an Epidemic & Library Health Emergency Policy for the Board of Trustees to review. After a minor change in some wording the Board directed Niese to bring the Policy to HR and the City Attorney for review. Action on the Policy was tabled until they have the review.

**11. Announcements**

None

**12. Items for future consideration**

- a) Epidemic & Library Health Emergency Policy
- b) Behavior policy-re-opening expectations

**13. Adjournment**

Motion made to adjourn by Newton seconded by King. All present Voting Aye. Motion carried.  
Meeting adjourned at 5:38 p.m.

Respectfully Submitted,  
Deb Braden, Confidential Administrative Assistant