

**BRILLION PUBLIC LIBRARY BOARD
SPECIAL MEETING
Brillion Public Library 9:30 A.M.
January 6, 2021**

In the interest of public health and safety, members of the Library Board and the public were provided access to the meeting via Go to Meeting.

CALL TO ORDER:

Nick Madison called the meeting to order at 9:30 AM

ROLL CALL:

Present were: Mona Cox, Tammy Fischer Dominick Madison, T.J. Moehr (left at 9:37 am and returned at 10:30 am), Amy Riemer, Marilyn Schuh and Nancy Zimpel Also present was Library Director Rachel Hitt. MCLS Director Rebecca Schadrie, City Administrator Peter Wills, Tammy Koehler, and an unidentified caller.

Absent: Brittany Smith

APPROVAL OF AGENDA:

Motion: Mona Cox moved to approve the agenda as amended. Seconded by Nancy Zimpel. Motion carried

CITIZEN INPUT

Tammy Koehler was present via Go To Meeting

FINE FREE IMPLEMENTATION – WAIVING EXISTING FINES FOR CURRENT BRILLION CARDHOLDERS

Rachel Hitt asked the library board to forgive any existing fines for Brillion library card holders as part of the fine free implementation process.

Motion: Mona Cox moved to forgive all existing fines for current Brillion Public Library cardholders. Seconded by Nancy Zimpel. Motion carried.

COVID-19 LIBRARY SERVICES – GATING CRITERIA & PUBLIC MEETING ROOM USE

The City Council has asked the library board to consider allowing meeting room use to the public, which would require amending the current gating criteria.

Motion: Marilyn Schuh moved to amend the gating criteria to allow basement meeting room use at the Very High and High Levels with 15 people maximum capacity, and with 20 people maximum capacity at the Moderately High Level. Seconded by Nancy Zimpel. Motion carried.

Roll call

Mona Cox: Yes

Tammy Fischer: Yes

Dominick Madison: Yes

Amy Riemer: Yes

Nancy Zimpel: Yes

Marilyn Schuh: Yes

KEY ISSUE POLICY

The library board adopted a key issue policy on November 18, 2020 that defined the distribution of keys to library and city staff. The library board chose not to allow external groups to be issued keys. The Boy Scouts would like to reinstate their 24/7 building access by being issued keys. The library board discussed this request and an option that would allow external groups to check out keys to the library on a short term basis.

Motion: Marilyn Schuh moved to allow keys to be given to non-profit organizations within the City of Brillion with an annual review of all key holders. The outside door to the basement is to be re-keyed to allow access to the lower level only. Seconded by Nancy Zimpel. Motion carried.

Roll Call:

Mona Cox: Yes

Tammy Fischer: Yes

Dominick Madison: Yes

T.J. Moehr: Yes

Marilyn Schuh: Yes

Nancy Zimpel: Yes

ADJOURNMENT:

Motion: The meeting adjourned at 10:40 AM

Tammy Fischer, Secretary