



**ATTENDANCE**

Board of Trustees	Attended
<b>Name, Position Title, Year Board Term Expires</b>	
Kate Tarpey (KT), President, 2020	X
Sarah Leinweber (SL), Vice President, 2020	X
Will Demet (WD), Village Board Representative, n/a	X
Nathan Christensen (NC), School District Representative, n/a	X
Jennifer Livingston (JL), Member, 2021	X
Kelley McCaskill (KM), Member, 2021	X
Ellie Gettinger (EG), Member, 2022	X
<b>Staff</b>	
Nyama Reed (NR), Library Director	X

**CALL TO ORDER:** President Kate Tarpey called the Whitefish Bay Public Library Board meeting to order at 6:32 p.m.

1. **STATEMENT OF PUBLIC NOTICE:** Duly noticed by NR.

2. **PUBLIC COMMENT:** N/A

3. **DISCUSSION OF WFBPL Board of Trustees Roster.**

4. **DISCUSSION & APPROVAL of Minutes of February 25, 2020:** *Moved: JL; Seconded: SL; Approved: unanimously.*

Note: March 24, 2020 meeting cancelled due to COVID-19 health crisis.

5. **DISCUSSION & APPROVAL of Finance Report Through April 27, 2020:** NR summarized the finance report and discussed status of revenues and expenditures in light of operational changes due to COVID-19. Revenues related to services, such as fines, fees, and Program Room rent, will all come in under-budget. On the expenditure side, wages, health insurance premiums, and utilities are under-spent. Potential options to balance budget by year-end, if needed: 1) reduce budget lines for technology, programming, and collections; 2) approve usage of Fund 13 Fund Balance; 3) a combination of 1 & 2. NC noted current projections for lower expenditures outweigh current projections for lower revenues. *Moved: EG; Seconded: KM; Approved: unanimously.*

6. **The Library Board of Trustees may convene into Closed Session per WI State Statute 19.85(1)(c) for purposes of considering employment, promotion, compensation or performance evaluation data of any public employee over which the governmental body has jurisdiction or exercises responsibility, and may reconvene in open session to act upon such matters The Board may reconvene to open session. The Board reserves the right to take action on any topic discussed in Closed Session – specifically regarding staff bonus. Roll call in. Roll call out.**

7. **DISCUSSION & APPROVAL of Staff Bonus:** The WFBPL BoT approved a bonus for Valerie Morris to be funded from underspent budget lines in the amount of \$4,590.71. *Moved: KM; Seconded: JL; Approved: unanimously.*

8. **DISCUSSION of Information Items:**

- a. Director and Department Reports
- b. Library Building Maintenance Report
- c. Library Statistics

NR summarized current operations due to closure resulting from COVID-19 health emergency declaration.

**ADJOURNMENT:** Meeting adjourned at 7:12pm. *Motion: EG; Seconded: SL; Approved: Unanimously.*

Respectfully submitted, Nyama Y. Reed, Library Director