

**Antigo Public Library**  
**Meeting of the Board of Trustees**  
Tuesday, June 23, 2020  
5:30 p.m.  
McGinley Room – Antigo Public Library  
Minutes

Meeting of the Antigo Public Library Board was called to order on the above date at 5:35 p.m.

Attendance: Fleischman, Perkins, Rebstock, Rettinger, Scupien, Shestak and Szitta. Also attending: Dominic Frandrup, Director and Maria Pregler, Assistant Director. Absent: Hayes. Via Phone: Jopek, WVLS Representative and Novak.

**Correspondence, Appearance, Public Comment:**

Jopek mentioned she is very proud of the can-do attitude of librarians throughout the country. Perkins said the public is pleased to have their library back.

**Approval of Minutes**

Rettinger moved to approve the minutes of the Friday, May 26, 2020, regular board meeting with corrections; she noticed that the minutes incorrectly mention Perkins moving and approving the May minutes. Rettinger recalled making the motion herself. Scupien seconded. Carried.

**Personnel and Finance Committee**

Perkins moved to approve the payment of the monthly bills. Novak seconded. Carried.

**Director's Report and Statistics**

Frandrup mentioned that the city has decided to move forward on the HVAC bidding process and the project will be an all in one, meaning one company will do all the work.

**City/County Report**

Frandrup mentioned that the cost of Libby has gone up 5%, but that the bill is paid for by the Foundation. Frandrup also pointed out that Antigo patron's use of Libby has gone up drastically since the pandemic started.

**Library Services during COVID 19**

Frandrup stated that Elcho is operating at its pre-COVID hours and that White Lake is currently open Monday – Thursday.

**Emergency Procedures Policy**

Frandrup asked that the board approve the existing policy. Novak moved to approve the Emergency Procedures Policy as presented. Shestak seconded. Carried.

**HVAC Project**

Frandrup asked that board members attend the bid opening for the project. The opening is currently scheduled for July 30 at 9 a.m. Frandrup also explained that the board would need to approve the plan after a bid is accepted.

#### Water Bubbler Replacement

Frandrup stated that both water bubblers in the building need to be replacing. Heinzen Plumbing was the least expensive quote at \$3,207. Perkins moved to approve that Heinzen Plumbing replaces the water bubblers in the building. Fleischman seconded. Carried.

#### Lawnmower and Snowblower Replacement

Frandrup stated that both the lawnmower and snowblowers need replacing. The mower would cost around \$300, and the snowblower will cost approximately \$1,000, Quinlan's Equipment will replace both. The snowblower ownership will not take place until October, and if the price is reduced, Quinlan's will honor that price.

Rettinger moved to approve the replacement of both the lawnmower and snowblower. Scupien seconded. Carried.

#### In-person Programming

Frandrup stated that Colossal Fossils would be holding an online event this year; all ages are welcome. Frandrup mentioned he would like to have REGI in person, but hold the event outdoors. Scupien suggested using pool noodles or spray painting circles to stand in as social distancing tools. Scupien moved to approve REGI's in-person performance. Rebstock seconded. Carried.

Frandrup also stated that the Foundation would be meeting on July 14th to discuss the fundraiser.

#### 2020 Budget

Frandrup stated that by having Elton close, the library had saved close to \$7,000. The library has also saved money by closing all day Friday/Saturday and cutting the part-time staff to 20 hours per week during the pandemic. The Shawano county payment has also gone into this year's budget. However, the 2020 budget would have still come out by approximately the same \$24,682 we were short in 2019 plus the \$35,000 reduction in operating costs for a total of \$59,682 had that not been applied. We can cover the shortfall with the remainder coming out of the 610 carry forward account, but we continue to look at other cost saving measures.

Frandrup suggested having the full-time staff furlough one/two people a week until the July 25, as doing so would save close to \$4,000. He stated each employee would be entitled to 30% of their wages plus \$600 through the CARES act.

Scupien moved to approve the full-time staff furloughing and taking advantage of the CARES act beginning June 29, 2020. Shestak seconded.

#### Restarting Library Committees

Frandrup stated the Personnel and Finance Committee would reconvene in July.

#### Temporary Art Installation

Frandrup presented the board with a temporary art exhibit that AVA would like to install. The members of the Building and Grounds committee agreed to the installation.

Meeting Dates:

Personnel and Finance Committee— July 20, 2020 at 10:00 a.m.

Foundation—July 14, 2020 at 6:00 p.m.

Regular Board meeting—July 28, 2020 at 5:30 PM

Novak moved to adjourn the meeting; Perkins seconded. The meeting was adjourned at 6:11 p.m.

Respectfully submitted by,

Maria Pregler  
Assistant Director