



Oak Creek Civic Center – Tower Room
8040 S. 6TH Street
Oak Creek, WI 53154
(414) 766-7900

LIBRARY BOARD MINUTES AUGUST 13, 2020

Sharon Armstrong – President
Pamela Aiken
Wendy Cintron
Greg Loreck
Jill Meyer
Carol Sagan
Karen Umbs

The City's Vision

Oak Creek: A dynamic regional leader, connected to our community, driving the future of the south shore.

The Oak Creek Public Library Board met virtually on Thursday, August 13, 2020. Those present were: Sharon Armstrong, Pam Aiken, Wendy Cintron, Greg Loreck, Jill Meyer, Carol Sagan, Karen Umbs, and Jill Lininger. Armstrong called the meeting to order at 5:05 p.m.

There was no public comment.

New Business

- A motion was made by Sagan and seconded by Umbs to approve the July 11, 2020 Minutes. Motion carried.
- A motion was made by Umbs and seconded by Cintron to approve the June 2020 vendor summary in the amount of \$53,094.57. Motion carried.
- A motion was made by Meyer and seconded by Aiken to approve the July 2020 vendor summary in the amount of \$88,054.02. Motion carried.
- A motion was made by Meyer and seconded by Armstrong to approve the City of Oak Creek Personnel Manual. Motion carried.
- A motion was made by Armstrong and seconded by Aiken to approve the revised COVID-19 Policy. The wording was changed to “require” wearing a mask when in the library.

Informational and Discussion Items

- Discussion was had about the OCPL Pandemic Preparedness and Re-opening plan.
 - Limited service will stay in force.
 - Based on current staffing it would not be possible to go back to regular hours at this time.
 - If schools are closed in September we will continue with limited services, considering additional limitations if necessary.
- Budget and revenue updates.
 - We are not taking in much at this time, however, we are not spending much.

- Will need to purchase book trucks to accommodate the extended quarantine period of materials from 3 days to 4 days as research suggests.
- Monthly Staff report
 - Summer Intern will be leaving.
 - Will be hiring two Library Desk Clerks in Access Services.
 - Hired a new part time Youth Services Librarian to start in September.
- Monthly Calendar
 - All programming will continue to be delivered virtually until the end of the year.
 - Trustee Training Week is coming up. The sessions will be in the form of webinars and are to be held Aug 24 - 28.

A motion was made by Umbs and seconded by Sagan to adjourn at 5:50 p.m. Motion carried.