

**The Platteville Public Library Board of Trustees Board Meeting**  
**Wednesday, July 7, 2021 6:00p.m.**  
**Platteville Public Library, 225 W. Main Street**

**MINUTES**

**I. CALL TO ORDER**

- A. Nikki Klein at 6:04 PM
- B. Lacy Taylor, Karen Utley, Nikki Klein, Carla Wages, Emily Zachary
- C. Staff Present: Director Lee-Jones
- D. Absent: City Council Representative, Kelly Podach Francis

**II. CONSIDERATION OF CONSENT AGENDA** -- The following items may be approved on a single motion and vote due to their routine nature or previous discussion. Please indicate to the Board President if you would prefer separate discussion and action for any item.

- A. Meeting duly posted
- B. Acceptance of Agenda
- C. Approval of Minutes for [June 2, 2021](#)
  - i. Lacy Taylor makes a motion to approve
  - ii. Carla Wages 2nds consent agenda

**III. CITIZENS' COMMENTS, OBSERVATIONS and PETITIONS, if any**

Comments shall be limited to those by/from community members and shall be limited to no more than 5 minutes.

Dive deeper in another part of the meeting.


**IV. REPORTS**

- A. [Municipal Financial Report](#)
- B. [Library Board Financial report](#)
- C. [Director's report](#)
- D. City Council report
- E. Foundation report
- F. SWLS report

**V. ACTION**

- A. [June 2021 Bills](#)
  - i. Karen Utley makes a motion to approve the June 2021 Bills
  - ii. 2nd by Emily Zachary
  - iii. Motion Passed
- B. [Public Library Record Retention Schedule: Notification of Adoption](#)
  - i. Lacy Taylor makes a motion
  - ii. 2nd by Carla Wages
  - iii. Motion Passed

**VI. INFORMATION and DISCUSSION**

- A. [COVID service level updates](#)
  - i. Nikki Klein makes a motion to accept changes as presented
  - ii. 2nd by Emily Zachary
- B. Staffing plan updates
  - i. [Library hours of operation](#)
- C. Policy Review  Getting and Using a Library Card

**ADJOURNMENT**

**Next Regular Library Board Meeting: Wednesday, August 4, 2021 at 6p.m.**

Karen Utley motion to adjourn. Carla Wages 2nds

7:34 meeting adjourned.

**NOTICE:** If your attendance requires special accommodation, please write the Platteville Public Library, 225 West Main Street, Platteville, WI 53818, or call (608) 348-7441 (option #5).