

**MINUTES**  
McMillan Memorial Library  
Board of Trustees – Special Meeting  
July 22, 2020

**DRAFT**  
Subject to  
Approval

President Farnbrough called the special meeting of the McMillan Memorial Library Board of Trustees to order at 5:15 p.m.

ROLL CALL ATTENDANCE:

Present in person: William Clendenning, Scott Kellogg, and Craig Broeren.  
Present via Zoom: David Farnbrough, Andrea Galvan, Susan Feith, Susan Bovee, William Hascall, and Heather Gygi  
Absent: Anne Zacher and Kevin Finbraaten  
Administration: Andrew Barnett, Vicki Steiner, and Brian Kopetsky.

**Mr. Barnett noted that this was an open meeting conducted both in person and via Zoom as per the public notice.**

NEW BUSINESS: Mr. Farnbrough opened discussion of Agenda item A under New Business “Review Options for Pandemic Responses including Masks.” Mr. Barnett presented information on requiring people to wear face coverings in the Library. The City Attorney was consulted. Aspirus Work Well, CDC Guidelines, and the Wisconsin Department of Health Services metrics for Wood County would be used to determine when we would require face coverings. Discussion followed.

**A motion was made by Mr. Clendenning, second by Ms. Bovee, to approve clarification of the Rules of Conduct, Item 1, “Any behavior that is disruptive or which hinders use of the Library is prohibited on Library property,” the Board hereby defers and gives the Library Director discretion as to what constitutes hindering use of the Library, including requiring face coverings, but not limited to CoVid-19, Motion carried unanimously.** To be enforced beginning Monday, July 27, 2020.

**A motion to adjourn was made by Mr. Clendenning, second by Mr. Broeren. Motion carried and the meeting adjourned at 5:37 p.m.**

Respectfully submitted,  
Vicki Steiner, Secretary