Cadott Library Board of Trustees-May 13, 2019

Opening: Meeting was called to order by President Kotek at 4:30 PM.

Roll call/Establish Quorum/Compliance of Open Meeting Law: Board members present: Kotek, Huhn, Mackie, Kaste (newly appointed-replaced Kaiser). Quorum was established. We are in compliance of Open Meeting Law. Danielson joined after the beginning of the meeting.

Approval of Agenda and Prior Meeting Minutes and Bill Payment: Motion was made by Huhn/Mackie to approve today’s agenda. Motion was made by Kaste/Huhn to approve the minutes from the April 8th meeting. Motion was made by Huhn/Mackie to approve bill payment. All aforementioned motions were unanimously approved.

Library Director’s Report: We will discuss the IFLS webinar, where Cadott was the example, at our next meeting. Summer programs are scheduled. The flyer was shared with and proof-read by the board. Participation will be on a sign-in basis, with the exceptions of a few programs such as painting and a lock-in. A posting was made for a student worker and some applications were received. Staffing needs over the summer were discussed. We should be fine. We have a confirmed space at Booya Days for fundraising. The letter that went out to the Friends generated one donation. The ladies auxiliary also donated $100 specifically toward the summer program. The coaster program for advertising with local eateries is being funded by our Friends, and the eateries sound very interested. Samma’s first certification class finished fine, and she will register in July for the second class. A Work Source person contacted Samma about matching someone to the library for about 20 hours a week. The employee is paid by Work Source. The board said to go ahead.

Election of Officers Prior to this agenda item, current Vice President Danielson informed the board that she would begin the former protocol for her to resign from the board, due to new circumstances that would make her not available to attend meetings. June will be her last meeting. Samma will begin to advertise for a rural trustee.

The first position to be elected was secretary. Mackie was the only nominee. Mackie accepted the nomination. She was unanimously elected.

The second position elected was President. Nominations included Kotek, Kaste, and Huhn. Kaste declined due to her newness. A vote was held between Kotek and Huhn, who had both accepted the nominations. Kotek was elected.

The last position elected was Vice President. The sole nominee was Huhn. He accepted the nomination, and was elected unanimously.

The trustees volunteered for these respective extra duties: Kotek will approve bills, Kaste will approve time cards with Huhn as back-up if needed.

Other Current Business

There was a third review of the Board Bylaw Update. Motion was made by Mackie/Danielson to approve as presented. The board affirmed unanimously.

Neil Mathwig has signed off on the Miller Trust Fund. Anson Albarado has agreed to be the sole trustee. Anson is looking into options available for managing the future of this trust.

Adjournment to Closed Session: Motion was made by Huhn/Kaste to move to closed session for the board’s review of the director. Motion carried. Closed session began at 5:02pm. Motion was made to return to open meeting by Danielson/Huhn. Motion carried at 6:00pm.

Closing There were no public comments and motion was made by Mackie/Kotek to close this meeting at 6:01 pm. Motion carried unanimously.

Respectfully submitted,

Diana Mackie

Secretary