Cadott Library Board of Trustees-June10, 2019

Opening: Meeting was called to order by Vice President Huhn at 4:32 PM.

Roll call/Establish Quorum/Compliance of Open Meeting Law: Board members present: Huhn, Mackie, Kaste, and Danielson. Vice President Huhn will be conducting the meeting in the absence of President Kotek. Quorum was established. We are in compliance of Open Meeting Law. Also present: Library Director Samma Johnson.

Approval of Agenda and Prior Meeting Minutes and Bill Payment: Motion was made by Mackie/Kaste to approve today’s agenda. Motion was made by Danielson/Kaste to approve the minutes from the May 13th meeting. Motion was made by Huhn/Kaste to approve May bill payment. It was discussed if the itemized bill list needed to be included in minutes as was previously done. Vice President Huhn let us know he didn’t think so as the Village Board doesn’t. We will just continue listing the motion to approve bills as reviewed by V.P. Huhn. All aforementioned motions carried.

Library Director’s Report: Our programs have been holding steady for attendance. May had a good turnout for story time. Also there was a good participation in our BBQ Sauce Taste Test event. We have many events planned for summer. We have a few upcoming events that could use volunteers to help. These include July and August story book times and our planned Beach City after Dark on July 19th. This is a scheduled lock-in for 13-18 year olds from 5:30-8. Participants under 15 will need a permission slip signed by an adult.

Our door counter and vacuum cleaner have both been serviced. Our book drop did experience some leakage. Samma will look into the possibility of re-positioning the book drop in a manner to avoid this. Samma posted a sign, made a newspaper mention, and posted on our Facebook page a reminder to potential donors specifying materials that are acceptable for donation. Bulk loads of outdated, dilapidated unacceptable donations have clogged our book drop.

Tad Weiss has been hired as our new student worker. Perlina will assist with his training. We have a Friends of the Library meeting scheduled for June 22nd at the Cadott Family Restaurant. Brian will also be holding a book sale on June 28th. A reminder goes out to anyone interested that we are a non-profit, and thus donations are tax-deductible.

Samma told the board that she is seeing an increase in Amish patronage as some of our community farms have been purchased by Amish. She shared with us their interests in library materials. We agree that it is good to monitor and provide for any changing community patronage.

 Other Current Business

The next agenda item of changing meeting times was reviewed as to pros/cons. The current time does not work for our board member Danielson. A start time of 5:30 pm would be necessary for her to continue to attend. Interest by other potential rural members has been expressed. The board decided we should hold a vote on this matter, but also that the vote should be tabled until our next meeting as we would like our President to be part of the vote.

Our next agenda item of proposed revisions to our employee handbook received lengthy discussion where questions/clarifications were handled. The board will consider a section-by-section, and then whole, revision of the employee handbook as an approach, since the handbook has not been revised and approved since 2015 and Samma reminded us that it is probably due.

The last item on our agenda was our long range plan and building steps. Board members have viewed the Thompson webinar where Cadott was an example and Samma has designed a community survey. There is a thought that we may want to form a long range plan committee. The board decided to set a special meeting of June 24th at 4:30pm to discuss this further as tonight’s meeting was getting long and we would like President Kotek’s presence.

There was no public present and thus no public comments were made.

Closing: Motion was made by Mackie/Kaste to adjourn our meeting at 6:12 pm. Motion carried.

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Respectfully submitted,

Diana Mackie

Secretary