Meeting Cadott Library Board of Trustees - February 10, 2020

*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, Hagar, and Kaste.  Quorum was established. We are in compliance of Open Meeting Law.  Also present - Director Samma Johnson

*Approval of Agenda*: Motion by Kotek/Huhn to approve agenda. Carried.

*Minutes of January 13 Meeting* were read.  Motion by Huhn/Hagar to approve.  Carried.

*Bills paid in January* were presented.  Motion to approve bills by Kotek/Huhn.  Carried.

*Director’s Report* was presented.  Highlights: annual report was completed, January programs were not well attended, book sale on February 14-15, children’s library has been revamped and new materials ordered, some card games will soon be circulated, Huebsch services were discontinued, library donation cards were created, and Trustee training will be February 27.

*Annual Report* infographic is available online and is posted. Trustees reviewed the report and it will be filed.

*Miller Trust Fund* has been rolled over.  Expect annual income from the trust beginning in January 2022. Current trust money will not be spent until we learn if money is owed to the village for 2019.

*Public Comments* - none

*Adjourned to closed session* at 5:05 for Director’s evaluation.

*Reconvened* to review evaluation with Director.  Next review will be in June with evaluations to be completed in advance by Trustees and Cindy.

*Adjournment* motion by Huhn/Kaste at 5:49, carried.

Respectfully submitted,

Katherine Kaste, Acting Secretary