Cadott Library Board of Trustees-January 8, 2020

Opening: Meeting is called to order by V.P. Huhn at 4:30pm

Roll call/Establish Quorum/Compliance of Open Meeting Law: Board members present are: Huhn, Hager, Kaste, and Mackie. President Kotek is absent. Quorum is established. We are in compliance of Open Meeting Law. Also present is Library Director Samma Johnson.

Approval of Agenda, Prior Meeting Minutes and Bill Payment: Motion was made by Kaste/Mackie to approve today’s agenda. Minutes were read from our December 9th meeting. A motion was made by Kaste/Hager to approve the minutes. Minutes from our special meeting of December 23rd were then read by Kaste who had been acting secretary. Motion was made by Huhn/Hager to approve these minutes. Motion to pay December bills was made by Huhn/Mackie. All aforementioned motions were affirmed.

Library Director’s Report:

Samma read her director’s minutes to the board. Programming numbers: Storytime saw 13 participants (including parents). Our new Craft-a-long Plus saw 1 participant try. The next project will be potholders. With winter participation historically being low, Samma feels we won’t be able to get a true impact on attendance till into the summer.

New hours went into effect. People seemed receptive of the changes and are looking forward to Saturday hours. The first Saturday saw a door count of 33. Allowing for entrances and exits, this most likely accounted for around 15 patrons. The first patron came in the door within a few minutes of opening. Two Saturday events are planned in January. Lora is helping Samma brainstorm others for the summer. There is a planned Friends’ book sale for Feb 14 and Feb 15.

Samma had Julie from IFLS look over the Quick Books register and the village printouts. Julie couldn’t find the near 3K discrepancy that the village reports. Sandy from the village says they have auditors coming in mid-February. The auditors will look things over and Samma can then sit down with Sandy and get more of an explanation and exact figure.

Samma registered for her last class, starting later this month. She received a scholarship for the class. She also received word that she will be awarded a scholarship for the ALA convention in Chicago in June.

Samma will be attending Director’s Council on January 17th and the IFLS annual report workshop on January 30th.

There have been no applications turned in for our sub team since our last meeting. Those interested should be encouraged to complete applications.

Other Current Business

The 3rd review of the updated computer use policy received a motion for approval by Kaste/Mackie. The motion carried. The 3rd review of the updated collection development policy received a motion for approval by Mackie/Huhn. This motion also carried.

Samma will check with John from IFLS if he can come to our library to hold trustee training. We are looking at a date of Thursday, February 27th at 4:30 pm.

During public comment time, Samma informed us that the Friends, which have a meeting on February 8th, will most likely begin fundraising efforts by organizing a letter writing campaign. Board member Kaste suggested creating a streamlined form for memorials.

Motion was made by Kaste/Huhn to adjourn tonight’s meeting. This motion carried at 5:19pm.

Respectfully submitted,

Diana Mackie, Secretary