Cadott Library Board of Trustees-March 9, 2020

*Opening*: Meeting is called to order President Kotek at 4:30 PM

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

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

*Minutes of February 11th Meeting* were read. Motion by Hager/Mackie to approve. Carried.

*Bills Paid in February* were presented. Motion to approve bills by Kotek/Kaste. Carried.

*Director’s Report* was presented. Highlights: The only February program to see a good attendance was Storytime; upcoming events include Oreo Tasting, Smash Brothers Tournament and Saturday movies; Friends are planning a Taco Fiesta on March 26; Friends donated $250 to purchase some Foreign Language materials; Card Games are being prepped for shared circulation; Samma set goals for Lora and Tad which include taking the lead on Saturday programs, and Tad managing a bulletin board; we have a new person from Workforce Resource with us 15 hours/week. Samma has some upcoming professional development commitments that will take her out of the library.

*Discuss/Approve Closure of the Library April 11:* Motion was mad by DM/MH to close on April 11th with work hours to be made up within the same pay period. Carried.

*First reviews of Policies* included: Loan of Library Materials Policy, Library Card Policy, and Library Records Retention Policy.

*Post-Trustee Training Discussion* was held by board members. The consensus was that this was worthwhile and informative. President Kotek said that our building project should now be introduced again on the agenda.

*Public Comments*-none

*Adjournment* motion by Kaste/Mackie. Carried at 5:44 pm.

Respectfully submitted,

Diana Mackie, Secretary