Cadott Library Board of Trustees-March 30, 2020 Special Meeting

*Opening*: Virtual Meeting is called to order by President Kotek at 11:01am.

*Roll call/Establish Quorum/Compliance of Open Meeting Law*: Board members “present”=Kotek, Huhn, Kaste, Hager, 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 Mackie/Kaste to approve agenda. Carried.

*Discussion was held to approve staff work from home and payroll during continued COVID-19 related closure.* After much discussion, the following motion was made:

Motion: Motion was made by Kotek to allow employees to choose work options from Samma’s proposed list, submit their chosen individual plans to Samma, be paid their normal wages, and for this to be in continuity for the time of closure. Motion was seconded by Kaste. Carried.

*Other details decided* included that Samma could submit the payroll directly to the village office without requiring Kaste to sign.

*Public Comments*-none

*Adjournment* motion was made by Mackie/Kaste at 11:29 am. Motion carried.

Respectfully submitted,

Diana Mackie, Secretary