Cadott Library Board of Trustees-June 8, 2020 Regular Meeting

*Opening*: Meeting is called to order at 4:29pm by President Kaste.

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

*Minutes of May 12 Regular Meeting* were read. Grammatical corrections were noted. Motion was made by Kotek/Mackie to approve corrected minutes. Motion carried.

*Bills Paid in May were presented.* Motion was made to approve bills by Kotek/Hager. Motion carried.

*Director’s Report* was presented. Highlights: Staff was back on regular schedule. Appointments were slow, but curbside had been steady. Courier will start filling this Wednesday, and it’s expected to be filling normally in about a month. Six new boxes of books were processed and unboxing videos have been posted socially. Summer reading logs and bingo cards are out. There will be a few weekly Flipgrid and monthly Google Meet programs scheduled. Samma will train any interested guest readers in the app she uses to virtually story tell. Book club has a chosen book to read in June. The survey for the reads to finish out the year will be issued soon. Upcoming vacation requests were made and shared with the board. We were informed of responsibility for a small amount of Unemployment being made to a former employee. IFLS shared DHS released guidelines for opening. These were glanced over by board members. Samma will be keeping posted on how libraries that have opened are doing. Our MORE fees may see a slight increase next year.

*Update /Action per 2019 Library Budget Overage was shared by Samma.* The village board decided to absorb the overage this one time only. There was no library representation at the meeting where this was discussed and consequently shared in the minutes published in the Cadott Sentinel. Library board President Kaste will inquire with the village as to their thoughts of who will be our new library board member to fulfill the required spot on our board by a village board person.

*COVID-19 Library Action Update and Forward Plans.* The consensus was that we would keep things primarily as they were going. We would monitor any changes in the recommendations made by IFLS which are basically governed by DHS guidelines.

*Discussion/Action for Merlin Huhn Memorial.* Motion was made by Kotek/Hager to provide Samma $100 from our board bank account to purchase books about either cheese making or westerns (interests of Merle’s). This motion carried.

*Discussion: Upcoming Meeting Plans:* Board members are comfortable holding the next meeting at the library. Members will retain the option to join virtually as a personal decision. In keeping with Open Meeting protocol, details will be shared on the agenda which will allow any interested public to join via phone or web.

*Public Comments*-none

*Adjournment* Motion was made by Mackie/Kotek to close the meeting. Motion carried. President Kaste closed the meeting at 5:25pm.

Respectfully submitted,

Diana Mackie, Secretary