Cadott Library Board of Trustees-August 10, 2020 Regular Meeting

*Opening*: Meeting is called to order at 4:30 pm by President Kaste.

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

*Approval of Agenda*: Motion made by Mackie/Hager to approve agenda. Motion carried.

*Minutes of July 10th Regular Meeting* were read. Deletions of two words and a change of phrasing were noted. Motion was made to accept the amended minutes by Mackie/Kaste. Motion carried.

*Bills Paid in June were presented.* Motion was made to approve bills by Kaste/Mackie. Motion carried.

*Director’s Report* was presented. Highlights: Summer reading has ended. Summer reading had very minimal participation. The last few weeks of Storytime had zero views and First Chapters had low views all summer. Flipgrid had a decent number of views over the summer. July book club was cancelled due to weather. Samma has decided to put the club on hiatus. Chapter-a-Day has transitioned to story-a-day. There aren’t many live views, but there are more later views. Overall, Samma believes people are tiring of online activities for now. The PBS activity books that she has been setting out to take have been well received. Weeding has been finished downstairs. The library needs shelves. Samma put out a social media call for help acquiring these, and there were no donors yet of material/labor. Our shelves are not uniform order sizes and Samma would not like to sink library funds into replacing these at the current time. Our MORE fees will likely see an increase next year, primarily due to higher application of CABS. We had a printer that needed servicing which was unbudgeted. Many libraries are anticipating budgeting cuts this year, due to COVID and lack of fundraising efforts of their Friends’ groups. Our library Friends’ group has been raising money with book carts sales.

*Nomination for Vice President was tabled until our next meeting.* Motion was made by Kaste/Mackie. Carried.

*COVID-19 Library Update was given by Samma.* Returns are being quarantined for 96 hours then moved as normal. Chippewa County COVID cases have increased. If numbers reach a level of concern which support limiting hours or closure, Samma will keep President Kaste informed and a special meeting would be called.

*2021 Budget Preliminary Discussion highlights included:* probable cuts needed and MORE costs going up, both mentioned in the Director’s Report. Considerations should include customary 3% employee pay raises*.* Samma said she will be working on drafting a budget and Pres. Kaste volunteered to help.

*Director’s Final Probationary Review and Discussion for Director Pay Raise.* Motion was made by Kaste/Hager to table Samma’s review until our October meeting. Carried. Samma finished her last class a few months ago. Consequently, she is due a raise; we felt this should be implemented before October. Motion was made by Kaste/Mackie, and carried, to raise Samma to $15.00/hour: effective August 12th.

*Public Comments*-No comments as there were no members of the public at the meeting.

*Adjournment* Motion was made by Kaste/Hager to adjourn. Motion carried. President Kaste called the meeting adjourned at 6:01pm

Respectfully submitted,

Diana Mackie, Secretary