Cadott Library Board of Trustees-September 14, 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, Kotek, Mackie and Hager. Quorum established. We are in compliance of Open Meeting Law. Also present is Library Director Samma Johnson and Village President Anson Albarado.

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

*Minutes of August 10th Regular Meeting* were read. Motion was made by Kotek/Hager to approve minutes. Motion carried.

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

*Director’s Report* was presented. Highlights: Story-a-day will take a break until October, when Frankenstein will be read. After that, monthly reads are likely. Our take and makes, especially the cloth face masks, have been popular. Library workers are still tracking all library patrons. Materials have been shifted in children’s DVD’s and Adult Non-Fiction. The Friends group netted $88.01 from cart sales in August. Their next fundraiser effort will be to sell 60 imprinted tumblers, at a price of $10 each. Friends have also provided mints imprinted with “Be Healthy”. Samma will be co-hosting a webinar on collaborating options for virtual NaNoWriMo events. Samma has already put 3 events on the October calendar. Samma will be gone a few later hours due to her involvement with the One Act Play in Augusta. Cindy may be open then or opt for curbside delivery. October is Domestic Abuse Awareness month. The Family Support Center has named The Great Alone as their choice for the Chippewa-wide read. Samma will offer this to her book club members.

*Village President: Excess Miller Trust Stock Funds.* Anson shared with the board updates about the sales of Excel Energy and First Energy shares that were part of the trust. There has been one deposit already made from these sales; a second deposit, less attorney fees (need to reimburse village for these) and the accounting firm fees for related tax accounting, is yet to be made. Discussion was held regarding the suggestion of the foundation that we set up $10,000 in a pass-through account to provide income until the foundation starts paying us out yields. A motion was made by Kotek/Mackie to set up $10K in such a pass-through fund with the foundation. The motion carried. Therefore, this will be also deducted from the future second deposit.

*Vice President Appointment.* Kaste nominated Kotek for Vice President. Kotek accepted the nomination. A unanimous vote was received. Kotek will take over the vacant position of Vice President until the next election is scheduled.

*2021 Budget Overview/Approval:* the second discussion was held this month. Discussion was mostly contained to simplifying some account categories and checking with Village Clerk Sandy Buetow as to ways our library could better coordinate our accounting with village accounting. We should have our budget ready to present to the village in time for their November meeting, at the latest.

*Public Comments*-President Kaste informed the board that she’d like to begin next month’s meeting at 4:10 pm with a closed session to compare each board member’s evaluations of Director Samma. Then the regular meeting would commence at 4:30 as usual. Director Samma informed board members that she will send out links to the August Trustee Training Week webinars.

*Adjournment* Motion was made by Mackie/Hager to adjourn this meeting. Motion carried. President Kaste called the meeting adjourned at 5:58 pm

Respectfully submitted, Secretary Diana Mackie