Cadott Library Board of Trustees-December 14, 2020 Regular Meeting

*Opening*: The meeting was called to order at 4:33 pm by President Kaste.

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

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

*Minutes of November 9, 2020 Regular Meeting* were read. Motion was made by Hager/Kaste to approve the minutes as read. Motion carried.

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

*Director’s Report* Highlights: Program attendance, for the couple of programs hosted, was extremely low. Samma will be reading A Christmas Carol by Dickens on Facebook Live. On November 16, the library reverted to By Appointment Only. Staff has been stricter on enforcing masking. Using the cooler for curbside delivery has gone well; we have several patrons that have been regular users of curbside services. Samma shared with us stats for Facebook and FlipGrid. She is considering doing story time as a Facebook group event. We had a couple of new patrons, 53 new items added and high usage of our WIFI. December 14-19 is Patron Appreciation Week. There will be goodie bags and some individual freebies outside. Friends of the Library and previous donations from CCA helped fund the patron gifts.

*Fine Free Policy (3rd/Final Review)* Motion was made by Kaste/Mackie to move to approve this policy. Motion carried. A secondary motion was made by Mackie/Hager to wipe out our library’s outstanding fines at the time this policy goes into effect. Motion carried.

*Updates on Foundation account* President Kaste shared with the board that Anson had sent a second check to the Chippewa County Foundation. Added to the current balance, that brings our new balance to $208,404.00. This does include the $10,000 pass-through fund, which was set up because the endowment won’t pay out for 1 to 2 years. Jill from the foundation is going to virtually join our February board meeting. President Kaste introduced the concept of the library setting up an endowment fund which could be added to by such gifts as memorials and donation, which brochures could be crafted to promote. This will be further discussed in the future.

*Maturation of CD with Citizens State Bank* Our $15K+ CD that had matured was rolled over to 11-30-21 at Citizens State Bank.

*General COVID 19 Update* As previously discussed, the library is currently operating by appointment only along with curbside service. Samma will stay up to date on Chippewa County statistics as well as any IFLS decisions. She will email our board if she feels a change is appropriate.

*Public Comments:* There were none.

*Adjournment:* Motion made by Kaste/Kotek to adjourn at 5:14 pm. Motion carried.

Respectfully submitted,

Secretary Diana Mackie