Cadott Library Board of Trustees-January 11, 2021 Regular Meeting

*Opening*: The meeting was called to order at 4:32 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/Kotek to approve tonight’s agenda. Motion carried.

*Minutes of December 14, 2020 Regular Meeting* were read. Motion was made by Hager/Kaste to approve the minutes as read. Motion carried.

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

*Director’s Report* Highlights: Facebook, FlipGrid, and Circulation Stats were shared. January’s Chapter-A-Day book will be Five Children and It. Samma is considering bringing back book club for February. Before Christmas, all the Large Print books of different genres were interfiled to a single space. The call numbers on the William Johnstone westerns were updated to reflect series and order. IFLS check-ins for directors and staff will be less regular. Directors will meet 2x a month, once specifically for small libraries. Youth services will meet 2x a month and Adult Services 1x a month.

*Discussion of Funds from Miscellaneous Fees* John Thompson, with IFLS, said these funds should be deposited with the village. They should, though, set up and use a separate account other than the general fund. Samma will ask Sandy is she is willing to do this.

*Preferences for Trustee Education Samma presented 3 options, and asked us for our thoughts.* Option one was to go through the Trustee Essentials. Option two was to read through the Wisconsin Library Standards. Option three was to cover the materials in the Inclusive Services Toolkit. The board’s preferred option was the Inclusive Services Toolkit. Samma will check with new trustee Eric Weiland to see if he has any other thoughts. Samma will start including one section on each monthly agenda soon.

*General COVID 19 Update* Samma discussed during the Director’s Report that some patrons had begun inquiring when we will be open to walk-ins. Numbers are better, but Samma referenced that our county is still listed at a high risk rate level. Most of the area libraries are currently operating similarly to us. Eau Claire and Chippewa are still closed to the public.

*Public Comments:* At this time, Samma reminded us that Jill from the Chippewa County Foundation will be virtually joining o*ur February meeting. When asked about timing, the board thought she should be put early on the agenda, perhaps right after we have certified compliance to open meeting law and/or approved the agenda.*

*Adjournment:* Motion made by Mackie/Kaste to adjourn at 5:18 pm. Motion carried.

Respectfully submitted,

Secretary Diana Mackie