Cadott Library Board of Trustees-April 12, 2021 Regular Meeting

*Opening*: The meeting was 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 was established. We are in compliance of Open Meeting Law. Also present was Library Director Samma Johnson.

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

*Minutes of March 8, 2021 Regular Meeting* were read. Motion was made by Kaste/Kotek to approve the minutes as read. Motion carried.

*Bills Paid in March were presented.* Motion was made to accept the bills as presented by Kotek/Hager. Motion carried.

*Director’s Report* Highlights: Social Media and Library Use Statistics were shared. FOCCL plants for the upcoming sale are being taken care of both at the library and by the Schmitt and Woodford families. Plant donations for the sale will start to be accepted in May. The actual sale is scheduled for the week of May 17th. Book club will be virtual only for now with the hopes of moving to hybrid soon. Materials were taken over to Child Development Day as planned. Information was shared about an ALA: Libraries Transform Communities Grant. We will need to host at least one community discussion prior to October to earn this grant. Samma has proposed the topic of Building an Accessible Community. Footwork on organizing this event is beginning. In other business, Samma is checking with village clerk Sandy about the feasibility of pre-approving credit card payment of our WE Energies payment in order to have more timely payments. Cindy’s 20th work anniversary comes at the end of April. More discussion on this will be during the Staff Recognition agenda item.

*Recognition of Staff Development* A discussion was held regardinga more permanent means of recognition for years-of-service and which roles should count as years of service. Mention was made of a plaque being put in the library. This discussion was tabled for a future meeting. For now, we decided on Cindy’s gift. It will be a signed card with $50 taken from our board bank account. Samma also agreed to print up a certificate with a personal plant gift.

*Programming Policy-1st Review* The board had read over Samma’s drafted policy prior to the meeting. Everyone believed the policy read well. We will have a second reading next month*.*

*Inclusive Services Assessment: Section 5* In conjunction with board discussion, Samma formed a list of needs and wants for a new library facility.

*Public Comments:* No members of the public-at-large were present. No comments were made*.*

*Adjournment:* Motion made by Mackie/Hager to adjourn at 5:53 pm. Motion carried.

Respectfully submitted,

Secretary Diana Mackie