Cadott Library Board of Trustees-August 9, 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. Board member Weiland was absent. Quorum was established. We are in compliance of Open Meeting Law. Also present was Library Director Samma Johnson.

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

*Minutes of July 12, 2021 Regular Meeting* were read. Motion was made by Kaste/Kotek to approve the minutes as read.

*Discuss/Approve Bills Paid in June were presented.* Motion was made by Kotek/Mackie to approve July bill payment. Motion carried.

*Director’s Report* *Highlights*: Statistics were shared regarding summer reading, circulations, local check out percentage, the number of new items, and patronage. Since the re-opening, Samma reports that about 15-20 patrons visit the library daily. Samma now has confirmed reservations at the elementary school cafeteria for our October community discussion. Marketing materials will be created and distributed next month. Planned programming will continue to be primarily virtual for now. There was a heavy rain in July which caused some issues in our downstairs storage area. Public works at the village managed much of the flooding issues. Samma would like help in taking boxes of the remaining older items to Goodwill. We can then keep our book sale materials more manageable. Samma will be completing staff evaluations this month. The IFLS budget was passed, and we will see our cost go up slightly. Samma will begin working on our next budget. She pointed out that we should be looking to make our wages more in-line with the 2020 Wage Study that was done, and that we should definitely urge the village to increase their funding of the library because not only has it not gone up for several years, but at the current level the funding doesn’t even cover the library’s total wage expenses. As for Covid, the numbers are going up in the county, and the CDC has backtracked on their mask recommendation. However, Samma wants to just keep going along with our signage which asks people to follow CDC guidelines.

*Discussion with Corey from Cedar Corps* The board did a zoom call with Corey from Cedar Corps. We discussed the walkthrough of the property at 105 Chippewa Street, and the Clinic building on Main. Pursuant to this discussion, the board identified a site of prime interest (HWY 27/Mills St.). Also, with Corey’s guidance, we came up with a rough timeline framework to walk through the steps of securing our site, carrying out community outreach, initiating a capital campaign, and eventual construction. We did learn during our discussion with Corey about a group that could aid us in facilitating a capital campaign, and we will contact Peterson and Associates (MN) to inquire about their services. We also received some guidance on possible grant opportunities. Our first target will be to secure the site.

*Officer Nominations* After a brief discussion, a motion was made by Mackie/Kaste for all officers to remain in their current positions. Motion carried. All duties were agreed to be managed in a status quo manner.

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

*Adjournment:* Motion made by Mackie/Hager to adjourn this meeting at 5:58 pm. Motion carried.

Respectfully submitted,

Secretary Diana Mackie