Cadott Library Board of Trustees-October 11, 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. 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/Mackie to approve tonight’s agenda. Motion carried.

*Minutes of September 13 Regular Meeting* were read. Motion was made by Kaste/Hager to approve the minutes as read. Motion carried.

*Minutes of September 27 Special Meeting* were read and wording was changed for clarification within the 2022 Budget section. A motion was made to approve the amended minutes by Kotek/Kaste and the motion carried.

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

*Director’s Report* *Highlights*: Last month had some staffing issues due to an illness, so Samma will be shaving off some future hours to compensate for the extra hours worked and there were not any extra programs or events last month either. This next month will include some virtual NaNoWriMo events and reading Edgar Allen Poe short stories. Fewer than 10 people were in attendance at the October 7 community discussion. We still have some related grant money to spend which will most likely go for materials on fundraising and grant writing. Speaking of grants, our Friends of the Library was awarded a $3,000 grant from the Green Bay Packer Foundation. Samma will be attending a luncheon event on November 2nd in Green Bay connected to this grant. Plans are to place sports equipment in Riverside Park as well as to add circulating sports kits to our collection. Our county COVID rating is still at severe. We are averaging about 20/25 patrons a day. Large groups have not been a concern.

*Budget Update* After some discussion, the board decided that we wanted to accomplish pay increase decisions at this meeting with future budget discussion at the next meeting. A motion was made by Mackie/Kotek to increase pay to the equitable study levels of $17.50/hour for our director Johnson and to $9.00/hour for our student worker Weiss and to give a 2% raise to our associate and our clerk, resulting in $14.68/hour for Siverling and $10.78/hour for Schwarz. This motion carried. The board is ready to roll with the 2022 Equitable Wages budget. There was some concern expressed regarding some adjustments in spending categories under that budget; however, it was decided such decisions should fall under our director’s domain. At this time the board hasn’t heard the village’s favorable or unfavorable decision to increase their library funding. We felt we had to make the aforementioned decisions independent of their funding decision.

*Building Committee* There were no applications received at the October 7th meeting. The board was reminded to look at the Google Document that President Kaste has put together regarding community organizational meetings. Samma is still working on providing us with a “talking points” sheet. We hope to gain some committee members this way. Samma will draw up an agenda for a special meeting which we set for October 25th to discuss building committee matters further.

*Approve Cedar Corp Client Service Request Agreement.* A motion was made by Kotek/Kaste to approve this agreement. Motion carried*.*

*Public Comments.* There were none.

*Adjournment* Motion was made by Mackie/Kaste to adjourn at 5:42 pm. Motion carried.

*Respectfully submitted, Secretary Diana Mackie*