

REGULAR MEETING: Meeting Minutes

TIME: Monday November 14th, 2022 at 4:30 PM

PLACE: Cadott Community Library
Virtual: bit.ly/caLibraryBoard

AGENDA:

1. Call to order
	1. Roll call, compliance with open meeting law

[x]  Cookie Kaste (President)

[x] Tanya Skalecki (Secretary)-virtual

[ ]  Eric Weiland – Les Liptak (arrived 4:45)

[x] Diana Mackie (VP)

 [x] Nick Kotek (Treasurer)

[x] Director Samma Johnson

[x] Guest- Randy Rykal

[x] Guest- John Thompson-virtual

[x] Guest- Cory Scheidler,

**Absent:**

[ ]  None

* 1. Approval of Agenda

Motion made by: Cookie Kaste

2nd by: Nick Kotek

Unanimous

1. Approval of Past Minutes

Motion Made: by Nick Kotek
2nd By: Cookie Kaste
Unanimous

1. Approval of Bills

Motion made by: Nick Kotek

2nd by: Cookie Kaste

Unanimous

1. Director’s Report-See Report

Motion made by: Cookie Kaste

2nd by: Tanya Skalecki

Unanimous

1. Building Committee Update

Meeting on Thursday was a small group. Cory-comments on floor plans-went over possible floor plans to include site layout, and parking. Comments also included moving mechanical room. The new design included moving the mechanical room to the upper level and talked about a fireplace or a focal place for displays. Reviewed the open space layout, restroom, circulation desk and nook area (for story time, meeting, etc.). Drive up window remains. Cory showed how the rooms could be laid out with community rooms, lockers, circulation desk, children’s area, reading areas and the use of nesting tables. Stairway would take place behind the circulation area. Very efficient layout. Would add in a kitchen area. Community room would be available to the public so they would have access to the restrooms. Programming room would hold 60 people or more if open both rooms to have up to 100 people. The design would make a great hub for the community. Several comments were made and discussed. Also discussed ways to get information out to the community such as sporting events, coffee sessions, have public presentations. Discussed grant and fundraisers and the need to “sell” the project to the community. The Board is very grateful for the village for the land to build the new library.

1. Employee Handbook Update: See Handbook. Discussion: Define “accrual” max at any given time.

Motion made by: Cookie Kaste

2nd by: Diane Mackie

Unanimous

1. Strategic Plan Review/Approval-Tanya to fix a couple minor grammar errors, pg. 1 under history put an ‘s on citizens and add the word “as” after currently Samma serves “at”.

Motion made by: Diane Mackie

2nd by: Nick Kotek

Unanimous

1. Public Comments-NONE
2. Adjourn

*For additional accommodations, please contact the library director.*[*www.cadottlibrary.org*](http://www.cadottlibrary.org) *∙ 715-289-4950 ∙ cadottpl@cadottlibrary.org*