

Trustees Present: Kate DeRosier, Nancy Lewis, Holly Naylor, Doug Sargent, Don Thompson

Members Absent: Mary Cafmeyer

Staff Present: Mallorie DeVilbiss, Barbara Berlin, Glenn Fisher, virtually - Erik Nilsen, Maeve Devlin, Winnie Tripp

Public Present: Rebecca Fedewa, Annette Moorman, Carol Taggart

I. President Lewis called the meeting to order at 7:00 p.m. in the Community Room of the Cromaine Village Library.

II. **Approval of agenda**

Agenda Approval

Vice President DeRosier moved to approve the agenda, seconded by Treasurer Sargent. Passed unanimously.

III. **Approval of Consent Agenda**

Consent Calendar Approval

The Finance Committee Minutes of 8/17/20 were handed out at the meeting.

Vice President DeRosier moved to approve the consent agenda, seconded by Trustee Naylor. Passed unanimously.

- A. Approval of regular meeting minutes, 7/16/2020.
- B. Acknowledge receipt of the July Financial Reports and payment of July invoices totaling \$121,976.38 and payroll obligations totaling \$105,733.28.
- C. Director's Report
- D. Committee Reports
 - Community Relations August 3
 - Personnel August 3
 - Planning Cancelled
 - Finance August 17 (minutes provided at this meeting)

IV. **Call to the Public:** No comment

Call to the Public

V. **Director's Report – Update and Comments from the Community**

Director's Update

The Director's printed report was updated verbally with the following:

Erik Nilsen, new Adult Services Librarian, introduced himself (virtually) and was heartily welcomed by the Board.

The Library's audit should be wrapping up in the next couple of days. Someone from Maner Costerian will attend the October Board meeting to present their findings.

The final Summer reading numbers are:

PARTICIPANTS

PRE-K	24
YOUTH (Grades K-6)	172
TEEN (Grades 7-12)	52
ADULT	70
TOTAL	318

340,289 minutes logged by the Youth & Teens. 754 books logged by Adults. Marta will attend the September Board meeting for a wrap-up presentation on Summer Reading

The Library was without water for a brief time on Saturday and again on Monday due to an issue with the well pump. Brown drilling came out on Tuesday to fix it, which required replacing the control board - we are awaiting the invoice. *Treasurer Sargent asked if the pump was replaced. No, just the electrical control unit.*

The final concert of the summer will be Tuesday, September 1 at 6:30 with the Fast Eddie Band playing rock n' roll and blues. Sup Dogs will be returning as the night's food truck.

Questions/Comments from the Board:

In reference to a comment reported by Marta Jackson (*"a patron was unable to participate in Tail Waggin' Tutors this month due to technical difficulties that we were unable to solve in time. To thank the patron for her patience, we filmed a short video message with the Tail Waggin' Tutor dogs for the patron's child. Her lovely response was: "[My daughter] was so thrilled to receive this, she was really looking forward to reading to the therapy dog, but understood the technical difficulties."*) Vice President DeRosier noted that it was a sweet thing to do and appreciates our staff going the extra mile to please our patrons.

VI. Discussion

A. Trustee Vacancy Interviews

Rebecca Fedewa, Annette Moorman and Carol Taggart were interviewed for the open Trustee position created by the resignation of Kathleen Oemke.

Trustee Vacancy Interviews

B. Strategic Plan 2018-2022

Vice President DeRosier is really impressed with the addition of live one-to-one online tutoring to our other online services. Would it be possible for the schools to help us get the word out about this resource? *The Director will*

Strategic Plan 2018-2022

contact Hartland Schools Superintendent Chuck Hughes for his endorsement. We have gotten the word out already through social media.

C. Presentation of employees’ work goals completed for prior year & for current year

The Board is impressed by the detail of the goals, especially reaching out to the Business community, a target to reach the 30-50 year old population. Trustee Thompson noted that Wi-Fi at the Music Hall is not on the list of goals. *The Director replied that it is not on the official list but she will be working on it.*

Presentation of employees’ work goals

VII. Decision

A. Motion to fill Trustee vacancy

In discussion, Rebecca Fedewa was the first choice and overall favorite to fill the trustee vacancy.

Motion to fill Trustee Vacancy

Vice President DeRosier moved that Rebecca Fedewa be appointed to fill the vacancy on the Cromaine District Library Board of Trustees, created by the resignation of Kathleen Oemke, through December 31, 2022, seconded by Trustee Thompson. Passed unanimously.

VIII. Information

Upcoming meeting dates include:

Sept 1	Community Relations Committee, 9:30 am
Sept 3	Personnel Committee, 6:30 pm
Sept 10	Planning Committee, 9:30 am
Sept 10	Finance Committee, 2:00 pm
Sept 17	Board of Trustees meeting, 7:00 pm, Community Room.

Upcoming Meeting Dates

IX. Agenda Items for Next Meeting

- Strategic Plan 2018-2022
- Review Board By-laws (all-Board activity)
- Review Mission (all Board activity)
- Community Relations policy review
 - 2010 – Use of Library Services
 - 2020 – Privacy of Library Records
 - 2030 – Public Conduct in the Library
 - 3020 – Internet Use

Items for next meeting

X. Call to the Public: No comment

Public Call

XI. Adjournment:

Adjournment

Motion by Trustee Thompson, seconded by Vice President DeRosier to adjourn at 8:06 pm.

MARY CAFMEYER, SECRETARY

Cromaine District Library Board

Barbara Berlin, Recording Secretary
Cromaine District Library Board

Documents distributed to the Board for/at this meeting:

- 7/16/2020 Proposed Regular Meeting Minutes
- July 2020 Financial Reports & Checks Issued Totals
- July 2020 CDL Investment Performance Report
- Director's Report 8/20/2020
- CDL Statistics for July 2020 & updated CDL 4-year Circulation Graph
- Patron Comments July 2020
- Community Relations Committee Meeting Minutes, 8/3/2020
- Finance Committee Meeting Minutes, 8/17/2020
- Personnel Committee Meeting Minutes, 8/3/2020
- Strategic Plan 2018-2022 Progress Report, 7/8/2020 through 8/6/2020
- Trustee Applicant Questions
- Trustee Vacancy Application from Rebecca Fedewa
- Trustee Vacancy Application from Annette Moorman
- Trustee Vacancy Application from Carol Taggart
- Motion to fill Trustee Vacancy
- Employee Work Goals 2019-2020
- Employee Work Goals 2020-2021
- Revised Policy 7005, Compensation of Library Employees
- Replacement stickers for Policies 7002 & 7003
- *Board & Administrator, August 2020*