CORTLAND LIBRARY BOARD MINUTES

Meeting minutes April 19, 2023

Present:  Rich Bliss, Heather Black, Vick Haier, Harlan Hawkins, Ryan Hilligoss, Theresa Nordquist, Judy Olsen

Absent:  Ashley Hartness

Meeting called to order at 7:08pm

CONSENT AGENDA

* Current meeting agenda for April 19, 2023
* Minutes from March 15, 2023
* Treasurer's report

Consent agenda approved by voice vote.

       Motion:  Theresa Nordquist       2nd:  Harlan Hawkins

Rich Bliss and Ryan Hlligoss were sworn in as newly appointed board members by Theresa Nordquist prior to conducting library business so the new members could participate.

LIBRARIAN'S REPORT

* Report distributed and discussed
* The Egg Hunt went well, much better than last year. Changes made a big difference.  There were activities both inside and outside.

HEARING OF CITIZENS

* No citizens present

UNFINISHED BUSINESS

* No Covid 19 updates
* No updates on building improvements.  The Town has submitted grants for funds for renovating the old elementary school for a police station and town hall.  If/when that happens, the library would like to expand into the old town hall.

NEW BUSINESS

* Policy handbook-A handout concerning staff succession was distributed for perusal. Discussion, approval of procedure, and inclusion in the handbook to take place at the May meeting.
* Heather is updating other information for the handbook as well.
* Budget-The library received more funds this year.  When the final figures have all been compiled, a budget will be presented to the Library Board for discussion and approval.
* A discussion was held concerning the fair distribution of bonuses for the staff.  Heather will chart salaries and years of service for the staff which will be used to calculate bonuses.  Discussion and approval to take place at the May meeting.

ADJOURNMENT

* Motion to adjourn at 8:45 pm  Motion approved by voice vote.

       Motion:  Harlan Hawkins       2nd:  Ryan Hilligoss

Respectfully submitted,

Judy Olsen