**CORTLAND LIBRARY BOARD TRUSTEES MEETING**

Meeting Minutes

September 15, 2021

Present:  Heather Black, Rich Bliss, Ashley Hartness, Harlan Hawkins, Theresa Nordquist, Judy Olsen, Sharon Urban

Absent:  Vicki Haier

Meeting called to order by Ashley Hartness at 7:10pm.

* Current meeting anda for September 15.
* Minutes from the August 18 meeting.
* Treasurer's report.

Motion for consent agenda for the September meeting approved by voice vote.

         Motion:  Judy Olsen                 2nd:  Harlan Hawkins

**LIBRARIAN'S REPORT**

* Report reviewed and discussed.
* The AED installation date is to be determined.
* New activities/clubs have begun.
* As much programming is being done outside as long as weather permits.

**HEARING OF CITIZENS**

* No hearing of citizens.  No citizens present.

**UNFINISHED BUSINESS**

* Covid 19-Patrons are now asked to be masked as per the governor's mandate.
* Building improvements-We are waiting on action from the town so requests for TIF money can be filed.
* Quotes have been received for improvements (windows, flooring, shelving) and are waiting for funding to be approved.
* A local landscaper and patron (Tinajero Landscaping) will clean the area of the butterfly garden then replant anything that is needed. Any needed plants will be donated.  The cost of the labor for the cleanup will be $1200. Mowing and weeding will then take place two times a month at a cost of $30.
* Scarecrow making by patrons was very successful.  Some of the creations are displayed in front and on the side of the building.
* The planning of Barb Coward's retirement commemoration is moving forward as follows:
* Date:  January 16th at 1:00 at Sorrento's Restaurant.
* Ashley will create a "Save the Date" to be sent to those invited.
* Heather will compile a list of invitees, gather pictures to be displayed, and look unto a garden statue for a gift.
* Harlan researched the details of a bronze plaque which will be displayed on the library for all to see. (10" X 12" @ $560)
* Theresa will work on correct wording for the plaque.
* Judy will be in contact with the restaurant, finalizing details and contact Barb's family.

**NEW BUSINESS**

* Heather Black completed the 2022/2023 Levy and will submit it to the Town of Cortland.  The Board approved the Levy by voice vote.
* A tentative 2022/2023 budget was approved by voice vote

            Motion to approve the Levy:                    Theresa Nordquist       2nd: Rich Bliss

            Motion to approve the tentative budget:  Ashley Hartness           2nd:  Harlan Hawkins

* The Cortland Halloween Parade will be October 10th. It is the 40 anniversary of the start of the parade.  The theme will be "Back to the 80's".

**ADJOURNMENT**

* Motion to adjourn @8:00    Motion:  Ashley Hartness           2nd:  Rich Bliss

Respectfully submitted,

Judy Olsen