**CORTLAND LIBRARY BOARD**

Meeting Minutes

March 17,2021

Present:  Heather Black, Rich Bliss, Vicki Haier, Harlan Hawkins, Theresa Nordquist, Judy Olsen, Sharon Urban

Absent:  Ashley Hartness

Meeting called to order by Rich Bliss at 7:09pm.

* Current meeting agenda for March 17.
* Minutes from the February 17 meeting.
* Treasurer's report.

Motion for consent agenda for March 17 meeting approved by voice vote.

       Motion:  Vicki Haier                   2nd:  Harlan Hawkins

**LIBRARIAN'S REPORT**

* Report reviewed and discussed.
* Everything going well

No hearing of citizens

**UNFINISHED BUSINESS**

* Covid update:  The DeKalb County Community Foundation Covid Relief Grant, which director Heather Black applied for reimbursement for expenses incurred during Covid, was received in the amount of $2000.
* Most of the staff has had at least one Covid vaccination.
* Building improvements:  Slat wall has been installed on the north wall and stocked with the new best seller books.  Magazine racks will be installed on either side of the new slat wall.

**NEW BUSINESS**

* Sample bylaws discussed and revised appropriate to the Cortland Library. Motion to accept changes in the handout relevant to the Cortland Library approved by voice vote.

       Motion:  Theresa Nordquist                 2nd:  Sharon Urban

* New Board member packets were distributed and discussed.  Motion to accept the packets as presented approved by voice vote.

       Motion:  Rich Bliss                               2nd:  Judy Olsen

* Lighting changes:  Heather Black is researching a possible change of lighting to LED fixtures after a Com Ed sales rep contacted her and submitted a quote from Twin Supplies, LTD. regarding a rebate program.  The original cost would be $4000 but with the rebate the expense to the library would be $850. This quote is for 25 fixtures at $34 per fixture for replacement.  Because of the new lighting, some of the current fixtures will no longer be needed and will be removed, requiring additional ceiling tiles at an additional cost to the library.
* A motion to deposit the $2000 grant money from the DeKalb County Community Foundation Covid Relief program to the general fund to recoup expenses, was approved by voice vote.

       Motion:  Harlan Hawkins                      2nd:  Theresa Nordquist

* A packet for the board trustees will be distributed to all of the board members.

**ADJOURNMENT**

* Motion to adjourn at 8:25pm.

        Motion:  Rich Bliss                               2nd:  Vicki Haier

Respectfully submitted, Judy Olsen