CORTLAND LIBRARY BOARD

Meeting Minutes September 21, 2022

Present: Harlan Hawkins, Theresa Nordquist, Rich Bliss, Vicki Haier, Heather Black

Absent: Judy Olsen, Ashley Hartness

Meeting called to order by Theresa Nordquist at 7:11 pm

CONSENT AGENDA

* Current Meeting agenda for September 21, 2022
* Minutes from August 17 meeting
* Treasurer’s report

Motion for consent agenda approved by voice vote

 Motion: Harlan Hawkins 2nd: Rich Bliss

LIBARIAN’S REPORT

* Report reviewed and discussed
	+ Back to School Bash went well, despite poor weather
	+ Discussion of Trustee Training: Rich will attend 9/22 meeting, and ask any questions on behalf of the Board
	+ Cortland Parade is Sunday, October 8: Library will have a float, and decorated umbrellas. The week before, Shelly will have her Wednesday night group make decorations, and her Thursday evening group decorate the float, finishing up on Saturday if needed.
	+ Discussion of Donation Recognition: Temporary solution will be to create decals of open books with “Thank you NAME for your kind donation” or something along those lines, to be displayed throughout library. Perhaps different colored books representing different years
	+ Sharon Urban has resigned from the library, but hopes to join again when her schedule permits
	+ Discussion of Library Programming: going well, good turnout.

HEARING OF CITIZENS

 No hearing of citizens. No citizens present.

UNFINISHED BUSINESS

* Covid-19 updates: no changes
* Building Improvements:
	+ Reconfiguring front with current shelving, did get rid of one computer and will use space for shelving. Plan is just to move center shelves in back room for now.
	+ Discussion of upcoming Levy Request. Will seek further details from County to aid in requesting correct amount
* Barb Coward’s Retirement party: Barb is comfortable with moving forward. Heather will ask Judy to reach out to Barb’s children to coordinate and plan date, etc.

NEW BUSINESS

* No additions needing to be approved to handbook
* Approved Shelving purchase for the back room
	+ Motion to Approve: Vicki Haier 2nd: Harlan Hawkins. Approved by unanimous voice vote

ADJOURNMENT:

Motion to Adjourn at 7:59pm

Motion: Vicki Haier 2nd: Rich Bliss

NEXT MEETING: Wednesday, October 19 7:00pm. Will keep this date, despite Heather being unavailable.

Respectfully submitted,

Theresa Nordquist