

CPL Monthly Board of Trustees Meeting

Wednesday, November 16, 2022 at 6:30 pm

Present: *Jason Long, Kristie Miller, Patrick Weissend, Julie Hengenius, Matt Steinberg*

Others: Diana Reding, Library Director

Agenda

1. Call to Order - 6:31pm

2. Adoption of agenda

Patrick moved to adopt the agenda with revision: transferring funds from the money market account to the non-payroll checking account in the amount of \$20K. Matthew seconded the motion, motion carried with all in favor.

3. Approval of prior meeting minutes

4. Period of public expression

5. Correspondence

6. Treasurer/Finance Officer's Report

a. Monthly report

Kristie made a motion to approve the October reports, Jason seconded the motion, motion carried with all in favor.

b. Approval of bills

Matt made a motion to approve the October bills, Kristie seconded the motion, motion carried with all in favor.

C. transfer \$20k to replenish non-payroll checking account

Patrick made a motion to transfer \$20,000 from the money market account to the non-payroll checking account, Jason seconded the motion, motion carried with all in favor.

7. Director's Report

Submitted under separate cover.

8. Committee Reports -

a. Budget subcommittee -nothing at this time

b. Personnel committee - nothing at this time

c. Buildings and Grounds:

- The Board discussed other additions to our wish list for the construction grant and the need to prioritize..
- Diana will contact a local person about just replacing the glass in the bay window instead of a full window replacement.
- Discussed winter closure announcements and winter parking suggestions. People will be encouraged to park in the front.
- The building inspector or the fire marshall could help create an emergency evacuation plan.
- We should probably have an AED.
- We need to change our doorknobs to levers instead of handles.
- We need to look at handicap accessibility issues in the bathroom.

9. Unfinished Business

a. Imagination Library - Kristie will look into it for next month.

10. New Business

- Julie reviewed the requirements for online open meeting rules in a non-emergency situation. The policy committee will draft a resolution.
- Kristie presented the circulation comparison chart from the NIOGA meeting.
- Jason brought up needing to recruit for the open board seats and sharing of institutional knowledge.
- Diana mentioned that our website needs updating to meet current minimum standards, particularly around publishing our board policies.

11. Adjournment - 8:22pm

Matt motioned to adjourn, Patrick seconded the motion, motion carried with all in favor.

Kristie Munn