

**Clear Lake Public Library**  
**Library Board Meeting**  
**April 11, 2023**  
**Minutes**

Meeting was called to order at 5:00 p.m. by President Marie Bannink.

Quorum was met: Present were Marie Bannink, Jodi Cress, Rosemary Johnson, Kristi Niles, Dawn Peterson, and Christine LaFond.

**Modify/Approve Agenda**

- Motion was made by Jodi Cress and seconded by Dawn Peterson to approve the agenda. Motion passed.

**Approval of the minutes of the March 7, 2023 meeting**

- Motion was made by Marie Bannink and seconded by Jodi Cress to approve the minutes. Motion passed.

**Approval of the payment of the bills**

- Motion was made by Jodi Cress and seconded by Kristi Niles to approve payment of the bills. Motion passed.

**School Liaison report – provided by Jodi Cress and Kristi Niles**

- End of year wrap up has begun
- 3 new teachers have been hired for '23 – '24 school year
- Fine Arts Festival is May 12<sup>th</sup>
- Graduation is May 19<sup>th</sup>
- Interviews for Food Service Director will begin shortly
- Earth Day Service Learning Day is scheduled for April 21<sup>st</sup> with a bad weather date of May 5<sup>th</sup>
- Spring Sports have started

**Village Liaison report – provided by Marie Bannink**

- Street sweeping has begun
- Started filling pot holes
- Board of Review will be May 1<sup>st</sup>
- Hwy 63 project has started.
- Work will also be done on Cty Rd F
- Village Clean up Day is April 29<sup>th</sup> from 8 am – noon
- Nick Crawford and students will clean up the cemetery as part of Service Learning Day

**Librarian's Report**

- See attached
- Pam has scheduled in coordination with Principal Theresa Anderson, Kelvin Saline with Magic Village Shows to perform at 9 am on June 7<sup>th</sup>.

- She is looking at booking Talewise, a science show for July at the Chalet
- Christine explained that since the pandemic is over, some of the patron information is no longer necessary to collect for the Annual Report. She asked what part of the patron information was still helpful for the Board members. Per discussion, number of adults, number of juveniles, walk-in, e-mail, phone, and computer data will still be collected
- Motion was made by Jodi Cress and seconded by Dawn Peterson to accept the report. Motion passed.

#### Library Employment

- In preparation for the future, Christine presented a job description for a part-time position. Motion was made by Jodi Cress and seconded by Rosemary Johnson to accept the description with discussed changes. Motion passed

#### Policies

- Background Check Policy: Motion was made by Jodi Cress and seconded by Kristi Niles to accept the Policy. Motion passed with 4 yes votes and 1 no vote. This policy can be revisited at a future meeting if the need arises.
- Volunteer Policy/Application/Waiver: The current role or lack thereof of the Friends of the Library was discussed. Maybe some of their activities that have ceased could be started back up by volunteers. It was decided that more information was needed before this Policy could be approved. Motion was made by Jodi Cress and seconded by Marie Bannink to table this discussion. Motion passed. Christine and Marie will conduct further research.

#### May, 2023 meeting

- It was decided that no May meeting was needed. Next meeting will be June 6, 2023

#### Adjourn

- Motion was made by Jodi Cress and seconded by Dawn Peterson to adjourn. Motion passed. Meeting adjourned at 6:08 pm.