

Cloquet Library Board Minutes

Date: Tuesday November 29, 2022

Members Present: Marla Ahlgren, Steve Korby, Mary Hagen, Don Walsh, Kathy Blais

Members Present via Zoom: Casey Brissett, Gerard Sordelet

Others Present: Courtney Dietsche, Library Director

I. The meeting was called to order at 4:00 pm by President Marla Ahlgren.

II. Approval of minutes: A motion was made by Don Walsh and seconded by Casey Brissett to approve the minutes of the October 25, 2022 meeting. The motion was approved.

III. New/Unfinished Business

- Home brewing class and take home kits: This is an idea for a library program. There would be two classes—the first one with all the information about the process and the second one would involve doing most of the process. A few supplies would be given to the participants to take home and complete the process. The Bent Paddle Brewing Co. owners from Duluth are interested in offering this class. Alcohol cannot be consumed on city property per the city administrator, therefore the final process would take place in a participant's home. The Library Board supported the idea.
- Zoom account prices: Courtney reported that the basic license fee plan for zoom would be \$149.90 per year. One hundred people could participate and there would be three whiteboards to use. The Library Board supported the basic fee plan for zoom.
- Library open on Saturday, December 31?—the board felt the library should be open on this day with normal Saturday hours.
- Cloquet Area Fire District email discussion: Email from Courtney on 11/02/2022: The Cloquet Area Fire District (CAFD) has been using library conference rooms several times a week with no charge. After email discussion between Courtney and Jesse Buhs, CAFD Chief, and the library board and Courtney, Courtney suggested offering the CAFD two free meetings per month and charging them \$25 for each additional meeting during that month. Library board members agreed.
- 2023 Holidays: Veteran's Day is on Saturday, November 11, 2023, but the library would be closed on Friday November 10, 2023 for the "observed" holiday. It was a consensus of the library board that the library be open on Saturday November 11, 2023. The library board also recommended being closed Friday through Monday for the Christmas holidays, which would be December 22-25, 2023.

IV. Librarian's Report

- Santa's Home for the Holidays on December 1: will be held from 4-6 pm at the library. Volunteers from the Friends of the Library will be on hand to help along with the library staff. There will also be a book sale. Santa will visit at 4:30 pm.
- Annual employee evaluations: they are due on all employees by the middle of December. Courtney is working through them.

- A new City Library Liaison from the Cloquet City Council will join the Library Board meetings in January 2023.
- Hidden Gems of Cloquet: Holly Hansen, the Cloquet Community Development Director will be interviewing the library staff on Friday, December 2, for a Hidden Gems article about the library.

V. Events—see calendar

VI. Approval of Bills: A motion was made by Steve Korby and seconded by Mary Hagen to approve the bills for November 2022 in the amount of \$10,984.65. Each board member approved.

The next meeting of the Library Board is scheduled for Tuesday December 27, 2022 at 4:00 pm in The Hemingway Conference Room.

The meeting was adjourned at 4:35 pm.

Respectfully submitted,

approved:

Kathy Blais, Secretary