

Cloquet Library Board Minutes

Date: Tuesday March 28, 2023

Members Present: Casey Brissett, Steve Korby, Mary Hagen, Gerard Sordelet, Don Walsh, Kathy Blais, Barb Lammi

Others Present: Courtney Dietsche, Library Director and Iris Keller, City Council Liaison

I. The meeting was called to order at 4:01 pm by President Casey Brissett.

II. Approval of minutes: A motion was made by Barb Lammi and seconded by Gerard Sordelet to approve the minutes of the February 28, 2023 meeting. The motion was approved.

III. Approval of Bills: A motion was made by Steve Korby and seconded by Mary Hagen to approve the bills for March 2023 in the amount \$8,076.64. Each board member approved.

IV. New/Unfinished Business

- Approval of amended financial statement from February 2023: The bills for February 2023 in the amount of \$11,042.17 were approved by email on March 20, 2023, and recorded in the February 28, 2023 minutes.
- Annual Report approval form: Courtney is working on this report. It will be approved by the board at their next meeting. Following approval, it will go to the Arrowhead Library System.
- Pop machine removal: the library used to get a refund check from Viking Vending for the amount of pop that was sold. At the present time, a refund check has not been received for quite some time, and no explanation has been given. The library is paying for the electricity that runs the machine. The pop machine will be removed on April 5, 2023. The board will revisit the decision next month to monitor comments/complaints.
- Test Proctoring Policy 1004: background—two patrons are being monitored at the present time. Justin Dinger handles the proctoring or arranges for someone else to do it if he cannot. There was a motion from Gerard Sordelet and a second from Steve Korby to accept the policy with minor edits. The motion was approved.
- Lending Policy, Fines and Fees Policy 1001: a motion was made by Mary Hagen and seconded by Gerard Sordelet to accept the policy with changes as noted. The Technology Lending Policy 1020 and the Use of Printer Policy 1019 were supposed to be added to Policy 1001 per Library Board minutes of February 24, 2022. There was discussion about the fines. The motion was approved.
- Don Walsh will be meeting with Courtney to discuss attending Cloquet City Council meetings.

V. Librarian's Report: information was shared on how you "buy" ebooks and audiobooks

VI. Events—see calendar

The next meeting of the Library Board is scheduled for Tuesday, April 25, 2023 at 4:00 pm in The Hemingway Conference Room.

Following a motion by Barb Lammi, a second by Don Walsh, and approval of the motion, the meeting was adjourned at 5:02 pm.

Respectfully submitted,

Kathy Blais, Secretary

approved: