

MEETING MINUTES

LF4 | REVISION 0 | REVISED 1/25/2021

DATE AND TIME	Monday, February 16 at 5:45 p.m.
LOCATION	Lodi Public Library, 130 Lodi Street, Lodi, WI 53555
ATTENDANCE, PRESENT	Kutz, Mayer, Herman, Zarnikow, Walsh, Van Lankvelt, Rowe, Klahn, Wilson (also Parmenter)
ATTENDANCE, ABSENT	Potter

CALL TO ORDER	Kutz calls the meeting to order at 5:45 p.m.
INTRODUCTION OF VISITORS	No visitors.
CORRESPONDENCE	No correspondence.
MINUTES FROM PREVIOUS MEETING	Herman made a motion to accept the minutes as presented. Zarnikow seconded. Minutes approved.
TREASURER’S REPORT	Reviewed the Treasurer’s Report.
LIBRARY BILLS	Reviewed library bills.
MONTHLY LIBRARY STATISTICS	Reviewed library statistics.
DIRECTOR’S REPORT	Reviewed the Director’s report. Munson Flooring reached out and will probably schedule the hallway floor install soon. The 2 Valentines programs held for adults went well. Spring programs scheduled; sow & grow, local author & birdwatching.
LIBRARY ANNUAL REPORT	The annual report has been submitted.
LIBRARY TRANSITION PERIOD	Staffing is the biggest issue right now. Losing Alex and John leaves holes in the schedule. A few staff members have increased hours, she would like to hire a LTE. They have some volunteers, but would like more. Posted for volunteers on the website. Switching Amazon to invoicing. Moving accounts from Alex to Andrea. Need to get a new credit card. ILS migration. PR packages for patrons coming soon - PIN reset, suspended holds. Training sessions for staff behind next week
SUMMER CONSTRUCTION	Hwy 60 construction - library parking and street parking will be blocked off. Date still unknown. Fair Street construction - starts after the Ag. Fair.

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	Intermitted access, intermitted closures. Programs possibly affected: Story Time, Reperience, Prehistoric Pets, Dinosaur Dimensions, and Summer Finale. Discussed other locations in the Lodi area that can be used.
PRESIDENT’S REPORT	Working with Alex and Andrea on the transition.
COMMITTEE REPORTS	<p>Finance committee (Kutz, Klahn, Parmentier)</p> <ul style="list-style-type: none"> ● No report <p>Director search committee (Kutz, Zarnkiow, Mayer, Rowe, Wilson)</p> <ul style="list-style-type: none"> ● The job has been posted. ● Goals: first interviews in March, seconded interviews in April, and director installed by May. <p>Nominating committee (to be formed)</p> <ul style="list-style-type: none"> ● Kutz made a motion to create a nominating committee. Klahn seconded. Committee created. ● Members: Herman and Walsh.
ADJOURNMENT	Kutz moved to adjourn. Seconded by Klahn. Meeting adjourned at 6:33pm

Respectfully submitted,
 Katelyn Van Lankvelt