

Cascade Library Board of Trustees Special Board Meeting - MINUTES

January 25, 2022

Rosemary Call Meeting To Order – 4:01p.m

Present at Meeting:

Rachel, Rosemary, Taci, Carol, Heather and Sherry

Approval of Agenda

MOTION - Taci motioned to approve agenda, Carol Seconded - All in Favor

Zoom: William-ICFL Internet

EOR-William: Current Internet \$1575, Credit \$1,102.48. CPL Pays - \$472.52 per month.

- 2850 every months check from ICFL
- 470 Form – eRate/proposal – Feb, 22nd last day to submit
- 200 megabite/second
- 1, 3 & 5 year contracts
- Last contract was 5 years
- March 22nd deadline for funding requests
- Not required to accept bid
- Approval for going out to bid
- New contract starts June 1st
- Look for Good Service & Price
- Downside = paperwork

Meeting Minutes – December 21, 2021

Taci, Hines, Nissula – Executive Session 1AEGIJ – FIX

MOTION – Taci motioned to approve minutes with correction, Carol seconded, All in Favor

Board acknowledgement of City Council appointment of Rich Butterfield as Trustee (Rich sign oath) - Tabled till next meeting

Discussion of Trustee Terms of Service - Present terms w/City Council

MOTION – to put under New Business, Carol seconded, All in Favor

Financials – Heather

- October, 4 documents: Ledger, Financial Report LGIP Money is budgeted to set aside.
- 1 Full-Time w/Benefits
- 3 Part-Time (Less than 19.5) - 2 Clerks
- Required to pay PERSI if they work more then 50% of the time, if employee receiving PERCI, cannot work more than 19.5 hrs – PERSI pays 11% on hourly rate

Manager – Day to Day operations

Sherry write a recommendation for staffing

Approving financials as action items in the future/Initial

- MOU between Friends of the Library & City
- What we want
- Who is going to pay
- Who is paying
- What they want
- Look at it every meeting – Policy

MOTION – Rosemary motioned Policy discussion 15 minutes per meeting, Taci Seconded, All in Favor.

Require background checks for everyone before employments

Look in to cameras

Financial support documents

Minutes

Agenda

Hard Copy available the Thursday before the meeting

MOTION – Carol motioned to require employee background checks, Taci Seconded, All in Favor

Representation @ City Council meeting

Will be discussed 1 month prior

MOTION – Taci motioned, Rachel seconded, All in Favor

Report of Trustees to ICFL, Mayor and City Council

MOTION to do it this next year for 2022 & finish it by December, and present in January.

MOTION – Carol, Taci seconded, All in Favor

Patron Agreement

Clarify w/City Attorney, Kevin and Other Libraries for their patron forms.

MOTION – Get 3 bids for snow removal (shovel & roof). Rosemary motioned, Carol seconded, All in Favor

Roof Leak

MOTION – Get 3 bids for Internet: Rosemary motioned, Taci Seconded, All in Favor

MOTION: Rosemary motioned to go into Executive Session 8:01p