

Cando Community Library Board Meeting
January 13, 2020 7 p.m.

The meeting was called to order by Melanie Wahl.

Present: Lavonne Haugen, Becky Kingsley, Melanie Wahl, Vanessa Weber, Paige Sullivan, Hazel Krack

The **minutes** from the November regular meeting were read and approved. (Vanessa 1st, Paige 2nd)

The **treasurer's report** was discussed and approved. (Paige 1st, Becky 2nd)

Old/Continuing Business:

- A. Atrium software use is going well overall. There are a few patrons who have needed help with setting up their accounts.
- B. Imagination Library update- We need to check on 503c status of school for using for partner address.
- C. Storytime- Melanie will read Jan. 25 at 11:15. Next date will be Feb. 29th.
- D. Parking- City workers will put handicapped parking sign on railing at the end of the ramp.
- E. Summer reading- Hazel has downloaded the first part of the manual and will be getting the rest. She will attend either the Grand Forks or Minot planning workshop.

New Business:

- A. Dollar General has a literacy grant available. Lavonne will check more into what this involves.
- B. Next newspaper article should focus on the new cataloging system and the library webpage.
- C. It was decided to do the "Blind Date with a Book" activity again in February.
- D. Brochures for the annual Friends of the Library fundraiser will be ready to send out soon.

The next meeting was set for March 23, 2020. Due to COVID closures, the regular meeting was postponed until April.

Lavonne made a motion to adjourn the meeting, and Paige seconded.

Becky Kingsley, Board secretary

Cando Community Library Board Meeting
April 21, 2020 6:20 p.m.- online via Zoom

The meeting was called to order by Melanie Wahl.

Present: Lavonne Haugen, Becky Kingsley, Melanie Wahl, Hazel Krack

Visitor: Hannah Alto (summer reading coordinator)

Logistics for the summer reading program were discussed from 6:20 to 7:10 p.m. Hannah and Olivia Reiser are working on plans for a virtual summer reading program. Kick-off day will be May 27 with activities held on Wednesdays through July 15. Hannah will create a Google sign-up survey to help with knowing how many kids to plan for. Lavonne has resubmitted the Dollar General Literacy grant with additional information about plans due to the COVID pandemic.

The **minutes** from the January regular meeting were read and approved. (Melanie 1st, Lavonne 2nd)

The **treasurer's report** was discussed and approved. (Becky 1st, Melanie 2nd)

Old/Continuing Business:

- A. Summer reading plans continue as noted above
- B. Becky needs to contact Imagination Library coordinator to get questions answered to complete set-up of the program.
- C. Story Time- February *Cat in the Hat* day had about eight participants. Melanie will do an online story time on April 25 at 11:00.
- D. Dollar General grant application has been resubmitted.
- E. Blind Date with a Book went well.
- F. State Report- Lavonne, Becky and Hazel completed the report. There are some areas they noted we should focus on this coming year.

New Business:

- A. COVID closure- Discussion was held about what we could do if closure continues for an extended period. Research and discussion of this will continue.
- B. Hannah Alto has agreed to join the board in July when Paige Sullivan's term ends. We will need to forward her name to the city council, along with a year-end report.

The next meeting was set for Sept. 14 at 7:00 p.m.

Becky made a motion to adjourn the meeting, and Lavonne seconded.

Becky Kingsley, Board secretary

Cando Community Library Board Meeting
September 29, 2020 7:30 p.m.

The meeting was called to order by Melanie Wahl.

Present: Becky Kingsley, Melanie Wahl, Hannah Alto, Hazel Krack

The **minutes** from the April regular meeting were read and approved. (Melanie 1st, Hannah 2nd)

The **treasurer's report** was discussed and approved. (Becky 1st, Melanie 2nd) Bills to pay included Atrium yearly subscription and purchases on the credit card.

Old/Continuing Business:

- G. Positive feedback was received on the summer reading program format. Hannah still has a few prize books left.
- H. Imagination Library is closer to being operational. The school has agreed to be a partner for this.
- I. Plans for an October Tic-Tac-Toe activity and Halloween Storytime were made. Melanie has a letter to send to businesses to ask for Storytime sponsors. (Note: An uptick in COVID cases in the area led to the cancelation of the October activity, but Storytime was held online.)
- J. We will continue to look at the state standards for libraries as we work towards improvements in the future. Becky will put together a binder for each board member with the standards and other pertinent information and policies.

New Business:

- A. There are changes and updates that need to be made to the library website. Lavonne will write a letter to Megan asking for access for us to make those changes.
- B. Officers for the current year will remain the same as previous year, with Hannah Alto as vice president.
- C. Becky shared information about the One Book-One North Dakota grant that is available. We will look into taking part in this.
- D. Hazel has questions about who can sub for her and how they are to be paid. Melanie will talk to Vanessa to get information about this.

The next meeting was set for November 16 at 7:30 p.m.

Melanie made a motion to adjourn the meeting, and Hannah seconded.

Becky Kingsley, Board secretary

Cando Community Library Board Meeting
November 16, 2020 7:30 p.m.

The meeting was called to order by Melanie Haugen.

Present: Melanie Wahl, Becky Kingsley, Hazel Krack, Vanessa Weber, Lavonne Haugen, Hannah Alto

The **minutes** from the September regular meeting were read and approved. 1st Lavonne, 2nd Hannah

The **treasurer's report** was presented. Approved 1st Becky; 2nd Vanessa

Old/Continuing Business:

- A) Imagination Library- We are close to being ready to start registering kids.
- B) Storytime- will be live on Facebook on Nov. 28. Melanie will be doing this on-line until COVID is done.
- C) State Standards- Email from State Library was discussed. Several items they recommended looking at included a patron confidentiality form and website. We will keep working on these.
- D) Website- discussion on items still needing to be tweaked
- E) One Book, One North Dakota grant- We decided to put a poll on Facebook to gauge interest in applying for this.
- F) Hazel has a volunteer working who may be willing to sub on occasion.

New Business:

- A) Ideas for community programs were discussed including a teen book club.
- B) Lavonne will post survey on Facebook.
- C) Hannah and Becky will make a Christmas make-and-take for kids to pick up as a holiday activity.

The next meeting is set for January 11, 2021 at 7:30 p.m.

Adjourned 1st Becky/ 2nd Hannah