

VILLAGE OF COTTAGE GROVE LIBRARY BOARD

Meeting Minutes of June 15, 2022

1. **Call to Order.** The meeting was called to order at 5:02 p.m. by Kelm-Nelson.
2. **Determine that a quorum is present and the agenda was properly posted.** It was determined that a quorum was present and that the agenda had been properly posted. Board members present were Cindi Kelm-Nelson, Alison Anger, Tracy Phillippi, David Peterson, Erik Braun and Stefan Wahe. Stephanie Rossing was absent and excused. Also present was Deputy Administrator/Director of Public Works JJ Larson and Christine DeMaster from Trilogy.
3. **Public Appearances – Public’s opportunity to speak to Committee Members about any item that is not a specific agenda item.** None.
4. **Discuss and consider the minutes from the May 18, 2022 meeting. Motion** by Wahe to approve the minutes, seconded by Anger. Motion carried with a unanimous voice vote, 6-0-0.
5. **New Business**
 - a. **Discussion on library impact fee: Presentation by Christine DeMaster, Principal/Senior Consultant Trilogy, LLC.** DeMaster gave an overview of how library impact fees are calculated, and the formal process required for implementing them and amending the Village’s impact fee ordinance. DeMaster also explained how the funds can be used.
 - b. **Update on financial feasibility study.** Kelm-Nelson gave the Board an update on the status. Letters and surveys will be sent very soon, and interviews will be scheduled in the coming weeks.
 - c. **Update on local library visits and data collection.** Members confirmed which libraries they intend to visit. The plan is to bring the information back for in-depth discussion at a future meeting.
6. **Friends Report**

Membership Meeting

 - RECAP: Thursday, June 9, 6:30 p.m. at Fireman’s Park. Speaker is local middle-school author Laura Bird.
 - UPCOMING: Thursday, August 11, 6:30 p.m. at Community Park. Speaker is Jodi Sweeney.

2022 Programing Update

 - Post event Survey
 - June 11, 9:30 a.m. - Toddler story hour about gardening at the Glacial Drumlin School community garden with a strawberry snack and craft
 - October 1 or 15- Kevin Henkes book bilingual reading at Summit Credit Union
 - Ad in the Fall/Winter Community Guide

Committee Updates

 - Membership Committee is asking youth how they want to engage with the Friends – ideas include starting a youth sub-committee, creating volunteer opportunities, forming a teen book club and advising the Library Board on a teen space.

These minutes represent the general subject matter discussed in this meeting but do not reflect a verbatim discussion of the subjects and conversations that took place.

- Events Committee created a community event display including: tablecloth, sandwich board, tri-fold with photos and educational materials. Committee is looking for volunteers at future events.

Other Items:

- Friends' designer spruced up the Case Statement and designed a plot map that will be shared with the community
- Friends members were encouraged to contact the Village Board to make the library the #1 priority of 2023

7. Announcements

- a. Next meeting date is Wednesday, July 20, 2022 at 8 p.m.

8. Future Agenda Items

- a. July - Budget discussion
- b. August meeting – feasibility study presentation

9. Adjournment

Motion by Phillippi, seconded by Wahe to adjourn the meeting at 5:38 p.m. Motion carried with a unanimous voice vote, 6-0-0.