

## KASSON PUBLIC LIBRARY BOARD MINUTES

The KPL Board of Trustees met Tuesday, February 11<sup>th</sup>, 2014, at 6:00 pm in the Library.

**Present:** L. Carlsen, S. Joachim, T. Kamel, J. Rase, and Director, Art Tiff

**Absent:** L. Hopkins

**Visitors:** P. Baldwin, K. Bell, M. Bersano, P. Schaefer-Gottschalk

**Petitions to the Chair:** none

**Amendments to the Agenda:** none

**Minutes of the 01-14-14 PKL Board Meeting:** Carlsen suggested rewording the phrase “group home residents” to read “group home and transitional facility residents” to reflect a more accurate patronage. A motion to approve the minutes including the change by Rase, 2<sup>nd</sup> by Joachim. All ayes.

**Financial Reports/Approval of Payables:** Motion to approve by Joachim, 2<sup>nd</sup> by Kamel. All ayes.

**Monthly Reports:**

**Director’s Report:** Art introduced the two new staff members, Kelly Bell and Pat Schaefer-Gottschalk. (Melanie Bersano was presented last month) Each gave a short summary of their background and experiences, and Art discussed projects that each new member will take on. These include Summer Reading Program, Story Times, Prairie Meadows, Dodge County Refresher, and Tweens and Teens programs. A new logo was designed by Bersano to be used in correspondence and public branding. The Director received a thank you note from a patron who thanked the library for facilitating her pursuit of a licensure in Nursing through a quiet study place and access to Wi-Fi. Art mentioned there have been no further troubles with illegal access of copyrighted materials through our Wi-Fi. The Dodge Co Librarians will meet at City Hall to prepare for the Dodge Co Commissioner meeting presentation on Feb 25. The brochure with updated statistics was presented, and Art discussed a MN Accessibility grant meeting in St Paul on March 5<sup>th</sup> for anyone wishing to attend.

**Building Committee Report:** Earlene King reviewed the direction of the Committee in pursuit of grant monies. There will be a grant writing workshop in St Cloud in March which Earlene requested funding to attend. A motion to approve this request by Joachim, 2<sup>nd</sup> by Kamel. All ayes.

**City Council Representative:** L. Hopkins was absent

**Friends of the Library Report:** Pat Baldwin reminded the Board of the upcoming annual meeting at Events on 2-15-14 at 11:00. Officers will be sworn in. there will be a collaborative booth set up at the Dodge Co Expo 03-29-14 with the Library staff and the Friends co-hosting.

**New Business:** Art provided information on the balances and reserve funds. A new disclaimer policy was presented to appear on the public computers. A motion was made to accept the disclaimer by Rase and 2<sup>nd</sup> by Carlsen to approve. All Ayes.

**General Discussion:** L. Carlsen informed the Board of the Early Childhood Initiative would like a representative from the Board to join their committee, plus she presented an article to the Board from the Post Bulletin highlighting the role of technology within Libraries.

**Closed Session:** the meeting closed at 7:40 pm to discuss a personnel issue. Carlsen moved to open discussion 2<sup>nd</sup> by Rase. All ayes.

**Open Session:** the meeting reopened at 8:14 pm with a motion by Rase, 2<sup>nd</sup> by Kamel all ayes to advance D. Kittgartner from \$17.98/hr to \$19.16/hr retroactive to January 1<sup>st</sup>, 2014. This reflects a change from Grade 6 Step 2 to Grade 6 Step 4 with City approval.

**Adjourn:** 8:17 pm.

Respectfully Submitted; Susan Joachim, secretary