

# Kasson Public Library Board Minutes

May 8, 2012

The Kasson Public Library Board of Trustees met Tuesday, May 8, 2012 at 6:00 PM in City Hall.

**Present:** Lorraine Hopkins, Earlene King, Lois Gardner, Chuck Coleman, Sue Joachim and Director Bonnie Adams.

**Absent:** none

**Visitors:** John Talcott, Friends of the Library president

**Call to Order:** Chairperson Hopkins called the meeting to order at 6:00 PM

**Petitions to the Chair:** none

**Amendments to the Agenda:** Hopkins requested that review of Ingvild Herfindahl's annual evaluation be addressed prior to review of April minutes. Joachim made the motion to accept the agenda as amended. Second by Coleman. All ayes. (results of employee evaluation are noted under agenda item New Business 13.1)

**Minutes of the April 10, 2012 regular meeting:** Motion by Coleman to approve April meeting minutes as submitted. Second by Joachim. All ayes.

**Financial Reports/Approval of Payables:**

King made the motion to approve the payables as submitted. Second by Coleman. All ayes.

**Monthly Reports:**

The KPL had 37 new patrons for the month of April. Internet usage for April was 218 users. City circulation was 3,081 with County circulation was 1,354. (Full reports on file)

**Director's Report:**

Director Adams reported that she would be presenting the KPL annual report to the City Council May 9<sup>th</sup> and the County Commissioners on May 22<sup>nd</sup>. May 16<sup>th</sup> two Smart Phone classes will be held at 10 AM & 6 PM by Michael Riedel, library assistant. May 28<sup>th</sup> the library will be closed for Memorial Day.

**Committee Reports: Building committee:**

King reported that a location for a new library had not yet been determined by the City. King noted that the Grand Meadow school, a monolithic dome design, tour was scheduled for May 14, 2012.

**City Council Representative Report – Lori Hopkins**

Hopkins updated the Board on the former employee situation.

**Friends of the Library Report – John Talcott:**

John Talcott, Friends of the Library president, asked the Board how the Friends could assist the KPL, followed by a discussion. Talcott reported that 8 Hot Reads had been scheduled for 2012 on a trial basis. The Next Hot Read would be in September.

**Old Business:**

*Library Trustee Handbook* – Hopkins had additional information for the Library Trustee Handbook for reference.

*2011 Annual Report Update* – The state annual report for the KPL was updated using the 2010 census for a more accurate service area population count.

**New Business:**

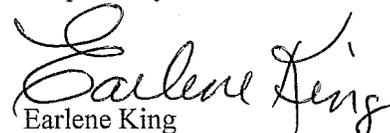
*Ingvild Herfindahl Annual Review* – Meeting was closed at 6:05 PM. Joachim made the motion to accept Director Adams recommendation regarding Ingvild's annual job performance evaluation. Gardner seconded the motion. All ayes. Meeting re-opened at 6:17 PM.

**General Discussion:**

none

**Adjourn:** Chairperson Hopkins adjourned the meeting at 7:12 PM.

Respectfully submitted,

  
Earlene King