

Kasson Public Library Minutes

The KPL Board of Trustees met Tuesday, May 14th, 2013, at 6:00 pm in the Library.

Present: L. Carlsen, L. Hopkins, S. Joachim, T. Kamel, and A. Tiff

Absent: J. Rase

Visitors: none

Petitions to the Chair: none

Amendments to the Agenda: The employee evaluation for Ingvild Herfindahl was moved to New Business. The motion made by Joachim/second by Carlsen to make this amendment. All ayes.

Minutes of the April 9th Meeting: motion to approve by Carlsen/second by Kamel. All ayes.

Financial Reports/Payables: the funding has not yet been dispersed to cover Michael's new position. Lori will check with the City financial worker as to the status. The City payment (biannual amount) to the library fund comes at the end of June. A motion was made by Kamel to approve payables/second Carlsen. All ayes.

Monthly Reports: the monthly patron total was 2,538. This represents our first full count.

Director's Report: Patsy Brown has been very flexible with her time, and does a very good job with the children's book organization. All Dodge County librarians met with Art in May. Discussion concerning the decline County funding to all libraries culminated with a collaborative plan to approach the Commissioners as a united front with Ann Hutton as spokesperson. A patron had several outstanding items which Art was able to retrieve with help from the Kasson Police Dept. All patron applications will now be filed alphabetically with the assistance of Shirley. The summer reading program schedule is complete. Ingvild will present to schools and day care centers pertaining to the upcoming Summer Reading program. The policy and procedure manual is nearing completion.

Committee Reports: Earlene King recounted the court proceedings from May 6th with the result being the judge has taken the injunction under advisement and will rule within 90 days. The RFQ has been sent out and we continue to move forward.

City Council Representative: Lori Hopkins

Friends of the Library Report: John Talcott said 15 patrons came for the Zumbro Watershed presentation on May 13th, but the speaker was not able to attend as he was caught up in traffic and will reschedule. A conflict of interest clause may need to be implemented for members.

Old Business: none

New Business: KPL meeting was closed at 7:37 pm for the employee evaluation for Ingvild Herfindahl. After review of the documents and some discussion, Art recommended awarding Ingvild a Grade 10, Step 3 for an hourly rate of \$23.72 which is an increase of 74c/hour. This reflects Ingvild's professionalism, outreach programs, and customer skills. A motion was made by Kamel/second by Joachim to approve this increase. All ayes. This will go to the May 22nd City Council meeting. The public meeting was reopened at 7:54 pm.

General Discussion: there are concerns about the number of outreach programs--future discussions.

Adjourn: Meeting adjourned at 8:03 pm.

Respectfully Submitted,

Susan Joachim, secretary