

KASSON PUBLIC LIBRARY MINUTES

The KPL Board of Trustees met Tuesday, October 8th, 2013, at 6:03 pm in the Library.

Present: L. Carlsen, L. Hopkins, S. Joachim, J. Rase, and A. Tiff, director.

Absent: T. Kamel

Visitors: I. Herfindahl, E. King and J. Talcott

Petitions to the Chair: none

Amendments to the Agenda: A. Tiff added items 18.6 (D. Housewright) and 18.7 (K. Strauss) to the upcoming dates. Motion to approve by Rase, 2nd Carlsen. All ayes.

Minutes of the 09-10-13 Meeting: Change name of author to Jennifer Davidson, not Nancy. Motion by Joachim, 2nd Rase to approve minutes as corrected. All ayes.

Financial Reports/Payables: motion by Carlsen, 2nd Joachim to approve. All ayes.

Director's Report and FYI: A Summer Reading Report was presented by Ingvild Herfindahl, children's librarian. Statistics included enrollment numbers: 559 signed up, 5575 reading hours logged, 80 various programs, and 2,378 people in attendance at these programs. In addition, the children constructed a search book arranged by color and using items found in the Library. Staff then assembled this book and submitted to Shutterfly for publication. There are 2 of these books on the shelf at KPL. Art Tiff detailed a report from Jay Kruger of CMS who complimented our library for cleanliness and usage of space. He recommends a maximum capacity of 38-49 based on square footage plus 2 doors for egress. However, our programs often include more than capacity crowds. The KPL inventory will occur at a date TBA but 8 volunteers will be needed for 2 hours to complete. New computers have been installed and the old ones will be refurbished to be used by the public. He will present the Code of Conduct for Board approval when all members are present. SELCO will arrange for a meeting with Dodge Co Commissioners to address their declining monetary contribution. The MLA conference is in St Cloud on Oct 10th and 11th with Art in attendance on a scholarship from SELCO. He will be out of the office W, TH, and F. Michael will be out the 11th and the 14th on vacation with Ingvild covering extra hours.

Building Committee Report: Earlene presented information that covers obstacles, but assures the Board that there is forward progress. Other grants are being investigated which would compromise the size of the proposed Library. The Federal Government shut down has impacted the FEMA grant as the deadline is approaching.

City Council Representative: Lori reminded the Board of the upcoming Olmsted Co trial date and conference call on 10-16-13.

Friends of the Library Report: An upcoming event will be author David Housewright discussing his book, Curse of the Jade Lily, on 10-24-13 at 6:15 pm in the Library. A final Book Sale will be held in Nov with 2 volunteers to take charge. John informed the Board that he has taken a new job so his tenure will come to a close.

Old Business: none

Closed Session: meeting closed at 7:13 to discuss Donna Kirchgatter's yearly evaluation. Motion by Rase to approve, 2nd by Joachim to accept the director's appraisal for Donna to move up to Grade 6, Step 2 reflecting a pay increase from \$16.99 to \$17.54 effective on her hire date. Meeting reopened at 7:17

Adjourn: 7:20 pm

Respectfully Submitted, Susan Joachim, Sec.

