

Kasson Public Library Minutes

The KPL Board of Trustees met Tuesday, January 14th, 2014, at 6:00 pm in the Library.

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

Absent: Jim Rase

Visitors: Donavon Lambright, Pat Baldwin, and Melanie Bersano

Petitions to the Chair: none

Amendments to the Agenda: request to move New Business so it is covered first. Motion by Joachim, 2nd by Hopkins. All ayes.

New Business: Donavon Lambright from SELCO presented suggestions to address non-authorized use of Wi-Fi service in violation of copyright laws as reported to Art by KM-Telecom. He will meet with KM-Telecom to remedy the situation by educating the public, and implementing our Acceptable Internet Use Policy. The service had been shut down temporarily while the Board explored its responsibility.

Minutes of the Dec. 10, 2013 KPL Board Meeting: motion to approve by Carlsen, 2nd by Hopkins. All ayes.

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

Director's Report: Melanie Bersano was introduced to the Board as a new hire and she gave a short summary of her background and interests. She thanked the Board for the opportunity to work with the Team. The other two new hires will attend our next meeting. Art complimented the new staff on the decorations and personal touches around the Library. Art also reviewed his timeline for the hiring process last month. There have been some changes made to the Library layout and the printer station has been relocated. Donna's vacation times were discussed to make sure she utilizes them. Art will work out an addendum to the Video Policy to accommodate group home residents. A suggestion was made to allow 3 items at a time with no weekly limit. Art will write this up for review. Art drew up a Permission to Use Photography/Video form to gain permission from patrons for publicity purposes. The Board approved and adopted this policy. More credit card fraud was reported so all the credit cards have been replaced once again.

Committee Reports: Lori submitted a revised 2013 KPL budget. A motion was made by Kamel to approve, 2nd by Carlsen. All ayes. Earlene gave a report about the Building Committee progress, and requested a consideration of funds from our Reserve to facilitate the efforts. The members were in agreement in principal, but no monetary figures were discussed. Earlene will convey the Board's consideration of the use of reserve funds toward the new library. Motion to approve by Hopkins, 2nd by Carlsen. All Ayes.

Friends of the Library Report: Pat Baldwin is currently the V. Pres., but elections will be held 2-15-14. She attended to introduce herself to the Board. John Talcott's resignation was effective as of Jan 1st. Discussion at the Dec meeting indicated that more funding will be donated to KPL.

Old Business: none

General Discussion: next week the Dodge Co librarians will convene to construct a unified presentation at the Dodge County Board's next meeting.

Closed Session: Motion to close the meeting at 7:43 pm for A. Tiff's annual review by Joachim, 2nd by Carlsen. All Ayes. Meeting reopened at 8:02 pm with the Board approving Art's evaluation, and subsequent pay increase to: From Grade 12, Step 2 @ \$25.67/hr to the new Grade 12, Step 3 @ \$27.86/hr with retro pay to his anniversary date of Dec. 17th. Art expressed his thanks to the Board for their support and confidence.

Adjourn: 8:10 pm. Respectfully submitted by: Susan Joachim, secretary