

## KASSON PUBLIC LIBRARY MINUTES

The KPL Board of Directors met Tuesday, 12-10-13, and the meeting was called to order at 6:01 pm.

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

**Absent:** none

**Visitors:** none

**Petitions to the Chair:** none

**Amendments to the Agenda:** none

**Minutes of the 11-12-13 Board meeting:** motion to approve by Kamel, 2<sup>nd</sup> by Rase. All ayes.

**Financial Reports:** A question was raised concerning the negative balance for equipment. This is due to the refurbished computers from SELCO which were replaced. Health insurance costs will increase by 7% next year for all Library staff so that budget item will need to be increased in kind. Outstanding fines remain steady. Motion to approve by Joachim, 2<sup>nd</sup> Rase. All Ayes

**Director's Report:** Art distributed a letter of resignation by a staff member with the last date of employment being 12-06-13. The hiring process continues, and Art included the minutes from the selection committee. There were 21 applications to the job posting and 7 were interviewed. Financially, the decision to hire 3 part-time people was preferred. Offers were made to and accepted by 3 individuals. A staff member has been losing vacation due to the staff shortage. A motion was made by Rase, 2<sup>nd</sup> by Kamel to approve a payroll extension to cover those lost hours. The motion carried with all ayes. The Board expressed a sincere appreciation for that employee's dedicated service. Also, Art extended a thank you to Board members L. Carlsen and S. Joachim for their donated extra hours spent in the employee selection process.

**Committee Reports:** Earlene stated that staff members from Senators Franken and Klobuchar , and Congressman Walz's offices have all been cooperative in helping with the approval process. Further grants for interior and landscape furnishings will be addressed in January from alternative sources.

**City Council Representative:** Lori Hopkins mentioned that the City will be involved in closed meeting discussions during the City Council meeting. As Lori's term is up after 9 years on the Board, she would like to have the Board vote on a new President and Secretary to begin 2014. L. Carlsen nominated T. Kamel to succeed Lori, all ayes to approve his nomination. Lori will be able to coach during the remaining year. S. Joachim will remain as secretary.

**Friends of the Library:** John Talcott mentioned that Friends is also searching for a new President and secretary for 2014. They have no meeting in December and there was no Books and Beyond speaker.

**Old Business:** none

**New Business:** a volunteer from KMHS has been coming to assist with work 3 mornings a week.

**General Discussion:** Art suggested following the City schedule concerning holidays, so the Library will close at 3:00 pm on Christmas Eve. J. Rase suggested that public misunderstanding of library events is due to lack of information. The Board members felt it necessary to print minutes in the DCI as City Council and School Board minutes are handled, and Lori Hopkins would explore the costs involved.

**Meeting Adjourned:** 7:46 pm

Respectfully Submitted:

Susan Joachim, secretary