

KASSON PUBLIC LIBRARY BOARD MINUTES

The KPL Board of Trustees met Tuesday, May 10th, 2016, at 6:00pm in the Library.

Present: T. Kamel, L. Carlsen, L. Schultz, C. Borgstrom (sitting in for D. Buck), and A. Tiff, Director

Absent: S. Joachim

Visitors: Pat Shaffer-Gottschalk, Pat Baldwin, Beverly Jorgenson

Amendments to the Agenda: Motion by Kamel for 8.1 to be SRP Updates , 8.2 Director Updates. 2nd Carlsen. All ayes.

Minutes of April 12th, 2016, KPL Board Meeting: Motion to approve by Carlsen, 2nd Schultz. All ayes.

Financial Reports/Payables: Invoice #102446 listed twice. Art to update. Motion to approve Kamel, 2nd Carlsen. All ayes.

Monthly Reports/Receivables: Art informed the Board that \$40,000 may potentially be available from Library operating funds to purchase furnishings for the new Library, if deemed necessary and approved by the Board. Carlsen expressed concern and would like not to pursue this avenue if possible. \$70,000 provided by the Kasson Liquor Store and \$23,000 by the Friends of the KPL earmarked for the circulation desk. Motion to approve Carlsen, 2nd Kamel. All ayes.

Director's Report: Pat S-G visited preschool classes (elementary school visits in June) to promote the SRP, registrations began May 2nd, and preparation is on target. Adults are excited for the new Adult SRP. SRP to highlight sports and admirable sports conduct in anticipation of the Olympics in August. Reading logs available to children on June 6th. S. Ness, M. Fitch and B. Burgum plan to donate money in memory of Ellen Boyum, \$50 so far. Additional \$200 from a patron, \$120 from Tues Book Club for coat rack, \$100 for children. Textile donation participation is high. Hackenmiller to lead volunteers to cut the donated KMHS curtains. Keys for the new library, without carpet, will be turned over on July 10th. Sheetrock is ¼ complete, estimated completion in 2 weeks. Already 7+ hours of painting via community service. EIFS will have 2 textures: rougher texture to be French Vanilla color, smoother texture to be Pacific Sand. EIFS will be complete next week pending weather. Drain field from sidewalk to church catch-basin is complete; main catch-basin to be completed next week pending weather. Framing nearly complete. Plumbing is ready for bathroom fixtures. Doors to be installed pending arrival of door frames in next few days. For less than ½ the cost, cheaper FEMA performance doors are to be installed. Performance doors bend more; glass may break, but not shatter. Heater is still on-site to assist drying of tape, if needed. A first for the new library, KM Lion's Club reserved the conference room for Sept. 26th.

Committee Reports: City Council – nothing to report. Baldwin reported the Apr 28-May 2 book sale grossed just over \$400, 3 new members for a total of 29 paid memberships and 32 members due to family memberships. Friends of the Library would like a sneak peek just prior to the Grand Opening. Capital Campaign Committee raised just over \$1600 in 9 weekends and proposes a silent action (maybe square dance?) in the new library prior to carpet. Board likes the idea. Jorgenson reported Ann Hutton, SELCO Director since 1984, retired May 1st and there's currently no replacement. SELCO drafted a Membership Agreement, approved on Apr 26th, to be sent to all participating libraries. Once received, the Board needs to approve prior to December. Clint Patterson analyzed 35 various formulas to update the SELCO technology fee. Open discussion meetings to be held at the SELCO building on May 18 at 10am (Art to attend) and 2pm (Pat S-G to attend). The technology fee has 2 parts: base fee determined by city population (\$7500) and usage fee based on circulated holdings and check-outs in the library (\$5173), totaling \$12,673 for 2017. \$2154 to be provided as Burden Relief Sharing Fee, reducing the 2017 fee to \$10,519 or \$876.59/mo. Currently paying \$893.

Old Business: 25 people toured the library on Apr 21st. Art has also given numerous individual tours upon request. Carlsen requested that surrounding neighbors and church members be invited to the sneak peek with the Friends of the Library prior to the Grand Opening. Board agrees.

New Business: 2 local bids received for carpet; names removed for confidentiality. 1st bid for \$18,217.20, 2nd for \$21,866. After much discussion, Schultz motioned to accept the lower bid, with \$1800 additional for "Brownstone" in order to hide wear marks and traffic pattern. 2nd Carlsen. 3 ayes. Borgstrom abstained. Lower bid was from Country Carpets. Volunteers will be needed to install rubber base.

Closed Session: 6-mo evaluation for Hackenmiller, annual evaluation for Pat Shaffer-Gottschalk

Re-Opened Session:

General Discussion:

Adjourn:

Submitted by: Laurie Schultz in Susan Joachim's absence, from Opening to Closed Session