

## KASSON PUBLIC LIBRARY BOARD MINUTES

The KPL Board of Trustees met Tuesday, June 14<sup>th</sup>, 2016, at 6:00 pm in the Library.

**Present:** D. Buck, L. Carlsen, S. Joachim, T. Kamel, L. Schultz, and Art Tiff, Director

**Absent:** none

**Visitors:** Pat Shaffer-Gottschalk and Pat Baldwin

**Amendments to the Agenda:** none

**Minutes of June 14<sup>th</sup>, 2016, KPL Board Minutes:** motion to approve by Joachim, 2<sup>nd</sup> Buck. All ayes.

**Financial Reports/Payables:** a motion was made by Kamel to approve, 2<sup>nd</sup> Joachim. All ayes.

**Monthly Reports/Receivables:** a motion was made by Schultz to approve, 2<sup>nd</sup> Kamel. All ayes.

**Director's Report:** Pat S-G gave a presentation on the Summer Reading Program and showed statistics on the increased attendance so far this year. The teen program is about even, and the new adult program has a good showing. This year's registration was 75% online, and school presentations were crucial. Every staff member has stepped up to cover all the programs and things are running very smoothly. Donations made in memory of Ellen Boyum by Sharon Ness, Maggie Fitch, and Marlo Bungum of JLH, and ~~a patron~~ several patrons have given a total of \$500 for new furnishings. The textile collection brought in \$431.80. There will be a series of short meetings with staff to facilitate the move. Staff members have begun ordering furnishings for their areas. A distribution site in Mpls, Green Standards, has used business equipment and furnishings for no charge to non-profits, and Art secured 25 conference chairs, 4 computer tables, 2 white boards, 2 U-shaped desks, and 1 microwave for a total estimated savings of \$20,000. Art drove his truck and a borrowed trailer to pick up these items; the Board will reimburse his mileage costs. Painting in the new library has involved 7 volunteers, 28 hours for a total of 55.5 hours for the primer.

**Committee Reports:** Art shared that the sheet rock is complete, more painting needed, and the floor staining and the carpet will be completed in late July. The Big Fan has been installed, and the FEMA performance doors and frames will be installed next week. The final building inspection for HVAC, electrical, and plumbing will be June 23<sup>rd</sup> by CHS. Possibly the architect final inspection will take place June 24<sup>th</sup>, and keys will be turned over June 24<sup>th</sup>. Dave's final day is projected on June 27<sup>th</sup>. The exterior issues have been addressed and we may need to hire another company to complete the final grade and concrete. No report from the City Representative, Doug Buck. Pat Baldwin reports that the Friends group is on summer hiatus, and a pledge has been made to contribute \$1000 for the Grand Opening ceremony. The Capital Campaign has raised \$1,626 from the Opera House concessions.

**Old Business:** The carpet selected by the Board is in stock and readily available.

**New Business:** Both the Architect and Dave will attend the Grand Opening, tentatively Sat, Aug 27<sup>th</sup>.

**General Discussion:** none

**Adjourn:** 6:59 pm

Submitted by: Susan Joachim, secretary