

## KASSON PUBLIC LIBRARY BOARD MINUTES

The KPL Board of Trustees met Tuesday, August 11<sup>th</sup>, 2015, at 6:03 pm in the library.

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

**Absent:** none

**Visitors:** P. Baldwin, E. King, P. Shaffer-Gottschalk

**Amendments to the Agenda:** motion by Kamel, 2<sup>nd</sup> Buck to approve the minutes of the July 14<sup>th</sup>, 2015, meeting with changes as discussed for corrections. All ayes. Motion by Carlsen, 2<sup>nd</sup> Schultz to approve the minutes of Special Meeting of July 8<sup>th</sup>, 2015 meeting. All ayes. Motion by Joachim 2<sup>nd</sup> Kamel to approve the minutes of the July 24<sup>th</sup>, 2015, meeting. All ayes. No other amendments.

**Financial Reports/Approval of Payables:** motion by Buck to approve, 2<sup>nd</sup> Schultz. All ayes.

**Monthly Reports:** motion Joachim to approve, 2<sup>nd</sup> Schultz. All ayes.

**Director's Report:** Art reports that the Summer Reading Program was exceptional in all areas. Pat S-G gave a PowerPoint presentation summarizing the statistics about the program. Each category broke records for attendance and number of hours reading. The total number of programs increased by 15% and the total participants increased by 50%. She provided handouts with these statistics and will present to the City Council as well on August 26<sup>th</sup>. Art has made progress on the new policies and will be ready for review in the near future. Art reminded the Board of the upcoming MLA conference in St Paul on October 8 & 9 where Art will be part of a panel including Cannon Falls, Northfield, and Lake City in addition to KPL to discuss "Moving & Remodeling Your Library" at 9:00 am. Also, the new Elementary principal, Arianna Wright, stopped by to introduce herself to the library staff and she would encourage collaborative efforts in the future.

**Committee Reports:** Earlene shared that the color of the fabric needs to be chosen and colors for the stem walls. Divisions 3 & 4 will have estimates instead of bids as they should come in under \$100,000. There was a motion by Kamel, 2<sup>nd</sup> Joachim to allow estimates less than \$100,000 to be authorized by the construction manager and building committee. The booth selling cinnamon rolls, pop, water, and books at the Festival in the Park ~~netted~~ grossed \$298 ~~gross~~ and including \$80 in a cash jar. They also had a fun game to win Library tee shirts. Concessions will continue at the Opera House this Fall in Mantorville.

**Old Business:** Bids were opened for Division 2 (Site Prep) at City Hall. The Board was informed of the bids by three construction companies and the low bid was from IMS **Contacting** of Kasson. A motion was made by Schultz, 2<sup>nd</sup> Joachim to recommend IMS Company to the City Council meeting on 08-12-15 by Art. All ayes.

**New Business:** Research is being done on estimates for the remaining construction divisions. Art shared the proposed 2016 budget which had only slight increases. KPL will once again open on Saturdays starting 09-12-15. With a staff member being out for couple weeks for medical reasons, it is apparent that additional staff is necessary. A motion was made by Joachim, 2<sup>nd</sup> Schultz to advertise for a part-time person to work initially until the end of the year. All ayes.

**Adjourn:** 8:14 pm

Submitted by: Susan Joachim