

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MINUTES

Wednesday, May 17th, 2017, at 4:35pm in the Library

Present: T. Kamel, C. McKern, L. Schultz, J. Wright and A. Tiff, Director

Absent: L. Carlsen (arrived at 5:10pm)

Visitors: Pat Shaffer-Gottschalk

Amendments to the Agenda: Tiff requested adding "11.0 Closed Meeting at 5:10pm (arrival of Carlsen) for a Library Staff Issue" and "11.4 Honor Wall". Motion to approve by Wright, 2nd by McKern. Motion carried.

Minutes of April 11th, 2017, KPL Board Meeting: Not available. Will approve at the June board meeting.

Financial Reports/Payables: Motion to approve by Schultz, 2nd Kamel. All ayes.

Monthly Reports/Receivables: The 2017 quarterly amount received by Dodge County, which is based on circulation statistics, increased by approximately \$1200 more per quarter than 2016, totally nearly \$4800 for 2017. Motion to approve by Kamel, 2nd by Wright. All ayes.

Director's Report:

- Shaffer-Gottschalk updated the board on the Summer Reading Program (SRP). Registration is open. She met with preschoolers and Head Start children, and is scheduled to meet with KM elementary students in the coming week. Pat invited the board to assist at the SRP Kickoff Party on Friday, June 9th, from 6-8pm at West Park. SRP Gardening Club is for grades K-2 and the SRP Science Club is for grades 3-5. Pat also invited the board to walk and support the KPL Book Bunch team at Relay for Life on Friday, August 4th.
- Sewing 101, which has generated much enthusiasm, will be repairing machines during the next class.
- The library sculpture was vandalized at 7:27pm on May 6th by 5 youths, who were caught on 3 security cameras. Police Chief Kent is handling the issue and warned Tiff that due to the vandals being juveniles, the library cannot force monetary restitution, although 2 parents have stated a desire to make amends. Chief Kent requested a bill for damage. The sculpture has been repaired.

Committee Reports:

Library Building Report

- No leaks!
- The lobby window has been replaced. Architect determined KPL is not responsible as it was due to installation error.
- Tiff requested to remove the Building Report from the agenda with any future issues to be added under the Director's Report. Motion to approve by Wright, 2nd by Kamel. All ayes.

City Council

- Street construction is about to begin on 5th Ave.
- City of Kasson will utilize the library's community bulletin board for the consumer survey project.

Friends of the Library – The book sale reported \$728, the largest profit yet.

SELCO Board of Directors Meeting – Beverly Jorgenson signed the 3-yr contract to continue representing KPL at SELCO.

Old Business: Beverly Jorgenson approved to the SELCO Board during the April Board of Trustees meeting.

New Business: Meeting closed from 5:15-5:53pm to discuss the library staff issue.

- Melanie Bersano requested 6 days Leave of Absence without pay. Tiff informed the board of his intent to approve the request after requiring Bersano to acknowledge in writing that special consideration will only be granted this once. Kamel motioned to approve, 2nd by Carlsen. All ayes. Kamel signed the request.
- There is only 1 more Saturday before the library switches to summer hours. Tiff presented Friday and Saturday patron statistics and recommended closing at 5pm on Fridays, versus 6, and proposed fall hours from 9-2pm, versus 10-3. Carlsen motioned to approve the changes, 2nd by Schultz. All ayes.
- Tiff inquired about having a Donor's Wall in the entrance hall near the women's room. Carlsen recommended having a contest to design an image. Ideas ranged from a tree with donation leaves to spines of books to bricks similar to KM Telecom. Tiff will inquire at local businesses to gather ideas.
- Tiff mentioned that there is interest in an Honor Wall to be located in either the Community Room or the library itself.

General Discussion: None

Adjourn: 6:02 pm

Submitted by: Laurie Schultz, secretary