

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, August 8th, 2017, at 6:00pm in the Library

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

Absent: L. Schultz (arrived at 6:06pm)

Visitors: Pat Shaffer-Gottschalk, Beverly Jorgenson

Amendments to the Agenda: Add "9.4 Building Report" and "11.5 Fall/Winter Library Hours" and remove "11.3 Summer Reading Program winners @ City Council Mtg". Motion by McKern, 2nd by Carlsen. Motion carried.

Minutes of June 13th, 2017, KPL Board Meeting: Motion to approve by Wright, 2nd by Kamel. All ayes.

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

Monthly Reports/Receivables: Library continues to report impressive statistics. Motion to approve by Schultz, 2nd by Carlsen. All ayes.

Director's Report:

- Shaffer-Gottschalk reviewed statistics for the Summer Reading Program (SRP). In addition to the Garden Club, Science Club, Lego Club, recycled art contest, 11 weekly Storytimes and 6 Fun Friday presentations (at no cost to the library), the SRP also awarded 7 weekly contest winners throughout the SRP. 650 youth participants, ages 1-11, recorded reading 1020 hours. The SRP is free to all participants. Shaffer-Gottschalk will present the statistics, as well as the summer's top readers, to the Kasson City Council. Top readers will receive a t-shirt and gift card to Barnes and Noble at that time.
- The remaining \$6000 in grant money is to be spent by August 18th.

Committee Reports:

- City Council: McKern reported the City Council is gathering feedback for the Comprehensive Plan.
- Friends of the Library: no report.
- SELCO Board of Director's Meeting: The new Executive Director Krista Ross visited KP on June 20th and held her first meeting on July 25th. The SELCO Board did not approve the proposed budget due to the expense of the newly created Communication Specialist position, which was originally only a temporary position. The SELCO Board questioned the necessity/value of the new position and will revisit the issue during the October meeting. Ross would like to see public school libraries, as well as other specialty libraries (like Historical Society libraries) represented on the SELCO Board.
- Building Report: Tiff is still working with Superior to resolve the sweating vent pipe issue. Superior will be insulating the entire vent pipe and replacing the faucet in the staff restroom. Date has not been set for the final year-end warranty inspection, after which, the warranty ends. Possible KPL 1st year anniversary celebration on August 29th.

Old Business: None.

New Business:

- Due to the increased library usage, the Dodge County Funding for 2018 will increase by \$2100 to \$61,396.
- Tiff presented 3 possible budgets for 2018. All 3 budgets requested the addition of library staff hours to accommodate the increased library traffic. Board decided that Tiff should present plans A (requesting a part-time staff position be upgraded to full-time with benefits) and B (requesting the addition of another part-time staff position) to the City of Kasson finance director. McKern abstained from the vote. Motion to approve by Kamel, 2nd by Carlsen. All ayes.
- Laptops and chrome books are ready for checkout. The checkout policy will be available for approval in September.
- Tiff proposed that the library close on Friday, August 18th, to evaluate the SRP and plan for the fall/winter schedule. Motion by Kamel, 2nd by Schultz. All ayes.
- After Labor Day, the KPL Saturday hours will be from 9-1. Library usage will be monitored and the hours re-evaluated in November. Motion by Schultz, 2nd by Kamel. All ayes.

General Discussion: The Crazy Quilt Club has completed a quilt and is deciding whether to raffle it. The Kasson Variety Store donated a new sewing machine to the Crazy Quilt Club in Sue Joachim's honor, employee of Kasson Variety and retired member of the KPL Board of Trustees.

Adjourn: 7:50 pm

Submitted by: Laurie Schultz, secretary