

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, October 10th, 2017, at 6:00pm in the Library

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

Absent: none

Visitors: none

Amendments to the Agenda: none

Minutes of the September KPL Board Meeting: Motion to approve by McKern, 2nd by Kamel. All ayes.

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

Monthly Reports/Receivables: With Gale usage down, Carlsen recommended monitoring the usage since the renewal fee is over \$3000. Motion to approve by Schultz, 2nd by McKern. All ayes.

Director's Report:

- On October 5th, KPL hosted a Trivial Pursuit fun night attended by 19 persons.
- Staff started replacing broken DVD cases and labeling every DVD with an identification sticker and barcode.

Building Report:

- Final inspection with Architect Leland Gray for September 15th was cancelled due to illness and has not yet been rescheduled.
- Tiff arranged for the City Street Department to paint the new Handicap Accessible area, as well as to repaint the parking lot lines in the spring when the city paints all the other lines.

Committee Reports:

- City Council: McKern reported that no decision has been made on the budget. The Comprehensive Plan ends on November 1st. Thus far, citizens report the KPL as positively impacting Kasson.
- Friends of the Library: Tiff reported book sale profits of \$1,159.15.
- SELCO Board of Director's Meeting: no report.

Old Business:

- Saturday hours from 9-1pm began in September. Tiff is tracking usage statistics to be evaluated in November.
- Sue Joachim Memorial has grown to \$100. City has the money in a special account. Jim Rase may do an artwork drawing of Sue.

New Business:

- American Sign Language is being taught in the library from 3-4pm on Fridays. Course is free and open to the public.
- Tiff met with the Kasson City Administrator, Finance Director and City Attorney to discuss a legal dispute involving the KPL contract and Swenke Ims Contracting, LLC. Tiff submitted paperwork detailing work Swenke Ims did not complete.

Closed Session for Staff Evaluation: Meeting closed from 6:27-6:37pm to evaluate a KPL staff employee. Motion unanimously carried to promote the employee to the next pay step. Increase is covered in the 2017 budget.

General Discussion: Tiff mentioned possibly tuning the piano for the holidays and potentially having an "open piano".

Adjourn: 6:50 pm

Submitted by: Laurie Schultz, secretary