

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, March 27th, 2018, at 6:00pm in the Library

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

Absent: C. McKern

Visitors: none

Petitions to the Chair: none

Amendments to the Agenda: Tiff requested to table **New Business item 11.1** "Possible Capital line item in City Budget" until McKern is in attendance. Motion to approve by Wright, 2nd by Kamel. All ayes.

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

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

Monthly Reports/Receivables: Motion to approve by Wright, 2nd by Schultz. All ayes.

Director's Report:

- Tiff contacted the Kasson Chief of Police and the School Resource Officer (SRO) regarding the youth who threatened library patrons with toy weapons last October. The SRO will pass the youth's name on to the school district.
- Erdman's receipts raised \$117 for KPL. Kelly Bell accepted the award, which will be featured in the March 29th edition of the Dodge County Independent.
- Building Report:
 - Snow removal from the roof has been completed. The bent boot has been replaced and resealed. Tiff sent an email to Architect Gray who responded that due to MN state law, the plumbing subcontractor altered the design to exhaust vertically, as per state law, versus horizontally, as originally designed, without consulting his firm. This caused the boots to bend under the weight of the snow, breaking the seal and allowing runoff to leak into the building. Tiff has been working with the City of Kasson to resolve the issue by redirecting the exhaust horizontally outside the dome.
 - The delivery door has not worked this winter due to heaving of the cement caused by sub-contractor not following design specifications. Rather than attempting to work with subcontractor, City of Kasson employees will redirect the runoff from the gutter in attempt to prevent future heaving.
 - Tiff expressed his gratitude to the following City of Kasson employees: Charlie, Ron, Chris, Cory, Mark, Dave, and Nick.

Committee Reports:

- City Council: no report
- Friends of the Library: no report
- SELCO Board of Director's Meeting: no report

Old Business: This year's theme for the SRP is "Everywhere around the World". Fun Fridays have been filled. KAAL weather lab will participate in the SRP on Tuesday, June 13th, at 10:30am in the KMMS gym. There will be no program scheduled during the July 4th week.

New Business:

- The 2017 Annual Report to the state of MN has been completed and signed. Tiff will mail on 3-28-18.
- Yearly inspection of the plumbing line will be scheduled the beginning of every October to prevent breakage during the winter season. Although Dave Olschewski's recommendation is to inspect the dome roof yearly, we will hold off for a few years due to expense and low risk.
- Current members of the KPL Board of Trustees would like to move future board meetings to Monday night. Will vote during the April 10th meeting when McKern is in attendance in order for the vote to be unanimous.
- Discussion ensued regarding how to help Grace Reed, 11, raise funds for a merry-go-round. Motion by Wright to allow Reed to hold a bake sale in the KPL Community Room with the library donating the cost of the room. 2nd by Schultz. Motion passed unanimously with the understanding that a disclaimer regarding potential allergens will be posted.

General Discussion: none

Adjourn: 7:00 pm

Submitted by: Laurie Schultz, secretary