

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, November 13th, 2018, at 6:00pm in the Library

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

Absent: J. Wright

Visitors: Beverly Jorgenson

Petitions to the Chair: none

Amendments to the Agenda: Tiff requested adding 11.4 Parking Lot. Motion to approve by Schultz, 2nd by Carlsen. All ayes.

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

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

Monthly Reports/Receivables: Motion to approve by McKern, 2nd by Carlsen. All ayes.

Director's Report: At the KM School Board meeting, KoMet Koins were awarded to the KPL staff in recognition of their outstanding support for KM Schools. Local artists for November and December have been found to display their works. The flag pole dedication was a successful community event covered by media.

Building Report: Tiff met with the City Attorney on October 23rd. A letter was drafted to CCD billing \$2900 to cover the cost of the temporary roof patch until a proper repair can be made in the spring. As of yet, there has been no response from CCD. The temporary roof patch was completed on October 26th.

Committee Reports:

- City Council: Budget discussions continue.
- Friends of the Library: no report
- SELCO Board of Director's Meeting: During the second quarter meeting in July, the "SELCO/SELS Strategic Plan FY2015-2018 Final Report" was distributed; Jorgenson passed the report onto KPL Trustee members. Executive Director Krista Ross's performance was reviewed as outstanding. Officers will remain the same as last year. During the third quarter meeting in October, it was reported that the Information Portal will be formally active by mid-January 2019. The 20-year old SELCO building is beginning to experience expensive maintenance issues.

Old Business: Patrons have begun utilizing the Chromebook and HP laptops.

New Business:

- Textile recycling yielded \$45.10. Program is offered once every 2 months; next will be in December. Textiles are collected at the library on a Tuesday and delivered for recycling on the next day.
- The Friends of KPL book sale netted \$747.95.
- Experienced a problem with a patron not following the Chromebook policy. Patron was given a warning.
- Tiff is receiving complaints from patrons that the parking lot is inadequate during events. Tiff has contacted City Administrator Theresa Coleman to discuss options and will contact Otto Bremer regarding the possibility of a grant to assist with the cost.

General Discussion: The duration of the next two KPL Board of Trustees meetings will be longer due to employee evaluations. During December's meeting, there will be an election of officers for the 2019 KPL Board of Trustees.

Adjourn: 6:45 pm

Submitted by: Laurie Schultz, secretary