

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, April 13th, 2021, at 6:00pm in the Library

Present: Lisa Carlsen, Tarik Kamel, Laurie Schultz, Jon Wright, and Director Pat Shaffer-Gottschalk

Absent: Melissa Ferris

Visitors: City Administrator Tim Ibsch

Petitions to the Chair: none

Amendments to Agenda: Laurie motioned to approve the agenda; 2nd by Jon. Motion carried.

Minutes of the Jan KPL Board Meeting: Motion to approve by Jon, 2nd by Tarik. Motion carried.

Financial Reports/Payables: Motion to approve by Laurie, 2nd by Jon. Motion carried.

Monthly Reports/Receivables: Motion to approve by Jon, 2nd by Tarik. Motion carried.

Director's Report:

Pat thanked the staff for handling KPL business while she was out.

Library Activities:

- Distributed 71 "Take & Make" craft kits in March.
- Library celebrated International Day of Happiness throughout March and World Poetry Day with a new poem featured daily during the middle 2 weeks of March.
- Staff continued providing virtual and in-person programs:
 - New online storytime every Friday via YouTube
 - Free "Take & Make" craft kits
 - Book deliveries on 1st & 3rd Wednesdays to daycares, homebound, special needs and nursing home patrons
 - Exam proctoring

Looking Ahead:

- National Library Week will be celebrated April 4th-10th.
- Summer Reading Program will be holding outdoor events only, using tents on the side lawn. Friends of KPL contributed \$2000 towards the Summer Reading Program.
- 3 Book Clubs are meeting in-person at KPL. One club will continue using Zoom and the other is choosing to wait.
- Friends of KPL will have a Book Giveaway on Saturday, May 15th with May 22nd as the rain date.

Guidance on Groups Using the Library: KPL is following MN Stay Safe Guidelines for indoor venues which are operating at 50% capacity, not including staff. Social distancing and masks are still required. Groups of no more than 10 are allowed in the great room to allow for additional patrons. Children's groups up to 10 require at least 1 adult.

Policies Project: See Old Business

Building Report: The City entered into a Professional Services Agreement with ICS on behalf of KPL.

Repairs are likely to begin in the fall. Grading by the west delivery entrance may begin earlier. Tim requested the Board to determine a level of commitment to the project by July as the bids will begin in Aug-Sept. Tim will get Nancy's recommendation regarding the amount. Jon asked if Josh Fjerstad was paid for his services; KPL has not yet been billed.

Committee Reports:

City Council: See Building Report under the Director's Report

Friends of the Library: none

SELCO Board of Director's Meeting: none

Old Business: 2nd reading of proposed Library Board by-Law changes. Tim recommended changing Article V – Duties of the Library Board to remove any mention of staff, which may choose to be members of the union. Motioned for approval by Jon; 2nd by Lisa. Motion carried. Continued discussion on the Mission Statement.

New Business: none

General Discussion: none

Adjourn: 7:00pm

Respectfully submitted by: Laurie Schultz, secretary