

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, November 12th, 2019, at 6:00pm in the Library

Present: Lisa Carlsen (arriving at 6:17pm), Melissa Ferris, Tarik Kamel, Laurie Schultz, Jon Wright and Art Tiff, Director

Absent: Lisa Carlsen (arriving at 6:17pm)

Visitors: Beverly Jorgenson, representing SELCO; Will Lambert, representing Friends; and Pat Shaffer-Gottschalk

Petitions to the Chair: none

Amendments to Agenda: None. Ferris motioned to accept the agenda; 2nd by Kamel. All ayes.

Minutes of the KPL Board Meeting: Motion to approve by Wright, 2nd by Ferris. Motion carried.

Financial Reports/Payables: Motion to approve by Kamel, 2nd by Ferris. Motion carried.

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

Director's Report:

- Tiff thanked the library for 7 years as he prepares for his retirement.

Building Report:

- Schwickerts is expected to install the reinforced downspout in 2 weeks.
- No report on the roof inspection yet.
- Female restroom experienced a clogged drain which required 3 hours to restore. Signs have been posted in all stalls stating no diapers, wipes, or feminine products should be flushed, but rather disposed of in the garbage.
- On Nov 12th, a patron slipped on the parking lot ice. The fire department was called to assist. Tiff will file an incident report with the city.

Committee Reports:

City Council: no report

Friends of the Library: October book sale reported \$714 in profits.

SELCO Board of Director's Meeting: SELCO quarterly meeting was held on Oct 22nd. Jorgenson highlighted KPL's impressive Summer Reading Program statistics and credited the KPL staff for its huge success. As the end of the year approaches, the SELCO budget is short by nearly \$14,000. SELCO staff already identified approximately \$4100 in cuts and hopes to find additional savings to cover the gap. SELCO endorsed a template for School Media Centers to use in creating a Handbook. SELCO was incorporated in 1971 and would like to begin planning a commemoration. Ideas include updating the SELCO logo and documenting the history of the region's libraries.

Old Business: On Nov 21st, Doug Ohman will be presenting "Vanishing Landmarks" at 11am.

New Business:

- 2 staff evaluations are due in December. Schultz motioned for Art to complete the staff evaluations prior to his departure and return to the December meeting to discuss with the board provided the action is acceptable to City policy. Wright seconded the motion. Motion carried unanimously.
- Wright motioned to renew the SELCO contract; 2nd by Kamel. Motion carried.
- On Nov 29th, Tiff will meet the Board Chair Kamel to review the final checklist and hand over the KPL keys.

General Discussion:

- Donovan recused himself from the Hiring Selection Committee citing a conflict of interest since he knew a SELCO employee applying for the position.
- Tarik offered Pat the Interim Director position and she accepted. Board agreed to compensate Pat for the time spent as Interim Director.
- This Friday is the final day to apply for the Library Director position. Nancy will redact the names and give to Kamel.

Adjourn: 6:40pm

Submitted by: Laurie Schultz, secretary