

Kasson Public Library (KPL) Board of Trustees

Meeting Minutes

Tuesday, October 13, 2020 at 6:00 p.m. in the Library

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

Melisa Ferris arrived at 6:22, Laurie Schultz left at 6:50

Visitors: none

Petitions to the Chair: none

Amendments to the Agenda: none

Minutes of September 8, 2020 KPL Board Meeting: Motion to approve by Wright, second by Schultz. Motion carried.

Financial Reports/Payables: Motion to approve by Kamel, second by Carlsen. Motion passed.

Monthly Reports/Receivables: Motion to approve by Schultz, second by Kamel. Motion passed.

Director's Report: Due to a streamlined process, and cooperation from the KM Elementary School, 242 new library accounts were created for students.

Pat attended a webinar on voting procedures from the MN Secretary of State.

Mark Hottel, municipal safety educator, conducted a refresher course on the AED defibrillator.

KPL hosted a live-streamed author event featuring Brian Freeman on Oct. 1st.

The following virtual and in-person programs have been created by library staff:

*new online Friday Storytime (new YouTube Channel)

*scavenger hunt

*virtual pumpkin decorating contest

*virtual dress like a book character costume contest

*coloring sheets

*rescheduled live program of Scottish music performed by Laura McKenzie on Nov. 5 at 6:30 p.m.

Laurie Schultz has agreed to serve another three-year library board term.

Building Update

On Sept. 14 Merit Contractors assessed the roof. Made note of many concerns. Repair estimate: \$15,000-20,000.

Committee Reports

City Council: Ferris reported that no option is off the table as far as what will be done with the KPL building. A closed session with the city attorney, Melanie Leth, was held. Wright brought up the question of who makes the decision to pursue? Discussions from the council and board will lead to the decision.

Friends of the Library: no rep present

SELCO Board of Directors: no rep present

Old Business

Second reading of the proposed Circulation Policy. Wright made the motion to approve, Ferris made the second. Motion passed.

New Business

First reading of proposed policies on Inclement Weather and Patron Code of Conduct

Pat presented two new proposed policies; Inclement Weather/Emergency Closures and Patron Code of Conduct. KPL did not have a policy regarding weather and due to recent events Pat felt a code of conduct was needed. Discussion as to where to possibly post included KPL home screen, door and elsewhere in the library. Discussion also included that some libraries are not charging fines; currently KPL is being lenient and allowing patrons time to find materials. Ferris made a motion to approve both new policies, second by Kamel. Motion passed.

Kraus Anderson Proposal to investigate building issues

Letter to Tim Ibisch, city administrator, from Kraus Anderson was attached to Pat's report. KA's comment after looking at the plans, "this is not what was built".

General Discussion: nothing

Adjourn at 7:15 p.m.

Respectfully Submitted By,

Lisa Carlsen, acting secretary