

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, September 10th, 2019, at 6:00pm in the Library

Present: Lisa Carlsen, Melissa Ferris (arriving at 6:45pm), Tarik Kamel, Laurie Schultz, Jon Wright and Art Tiff, Director

Absent: Melissa Ferris (arriving at 6:45pm)

Visitors: John Talcott, Friends of the Library; Meg Alexander, UW-Milwaukee student

Petitions to the Chair: none

Amendments to the Agenda: none

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

Financial Reports/Payables: In addition to billing KPL excessively for travel and lunch times, Superior failed to resolve the plumbing issues. Board recommended to drop Superior. Carlsen recommended contacting Zumbro Valley from Mantorville. Motion to approve by Wright, 2nd by Schultz. All ayes.

Monthly Reports/Receivables: KM 6th graders will be touring KPL, hopefully increasing interest in laptops and Chromebooks. Motion to approve by Wright, 2nd by Kamel. All ayes.

Director's Report:

The class of 1951 will be holding their reunion in the community room from 10-2:30. There is a new display of art in the KPL entrance. Pat is on vacation this week; Nancy will be on vacation next week. Nancy will be implementing a free (no library card necessary) puzzle checkout service.

Building Report: Charlie has the sandbags ready for winter/spring thaws by the service entrance. Tiff inquired about the city having a maintenance person; there currently isn't one. There may be some city funds available to offset the cost of fixing the service door entrance; Ferris will check into this (see City Council report). Tiff reinforced the corner shelves on the circulation desk as children like to step upon them. Tiff requested adding a chair rail to the community room to prevent additional scuffs from chairs and tables being placed against the wall.

Committee Reports:

City Council: If a work request was submitted by Charlie, then there is money in the city budget for fixing the flooding by the service entrance. Ferris will verify. Otherwise, KPL will have to cover the entire expense.

Friends of the Library: Over \$1000 raised from the book sale. Friends will be sponsoring the children's author visit on Veteran's Day in November.

SELCO Board of Director's Meeting: no report

Old Business: August 30th staff work day was successful.

New Business:

Painting: 2 bids were received for painting the circular exterior of KPL. The Nickelson bid of \$6000 includes cleaning the mold/mildew and painting. The Fjerstad bid of \$7500 is valid for 1 year and includes cleaning the mold/mildew, sealing to prevent future damage, and painting. Both businesses most likely would not be able to begin until spring 2020. It was recommended to install rain gutters to reduce future staining. The decision to proceed with painting depends on whether the city or KPL is paying for repairs to the service entrance (see City Council report).

Search for new Director: Documentation pertaining to the interim director as well as the director selection process was disbursed. Kamel will ask a KPL staff member if interested in serving as the interim director beginning in December until a new director is hired. Tiff agreed to assist the interim director. A selection committee was decided with 7 members: Lisa Carlsen, Tark Kamel, Laurie Schultz, Jon Wright, Melissa Ferris (representing the City of Kasson), 1 member of the KPL staff (TBD), and 1 Friend of the Library (TBD). Kamel will give the job posting to Nancy and place application forms at the circulation desk to get the process started.

Closed Meeting for Staff Evaluation: Meeting closed from 6:55-7:05pm for KPL staff evaluation. Motion to accept the step increase from 4 to 5 by Wright, 2nd by Carlsen and Ferris. Motion passed unanimously.

General Discussion: Kamel has a new email.

Adjourn: 7:37pm

Submitted by: Laurie Schultz, secretary