

Kitchigami Regional Library
Board Meeting 16 September 2004
Kitchigami Headquarters, Pine River, MN

Present: Randall Burg, Paul Carlson, Audrey Chelberg, Dick Devine, Jack Frost, JoAnne Henningsgaard, Leo Johnson, Bob Kangas, Mary Larson, Jerry Loeffelbein, David Mattila, Dan Olson, Lauren Annie Rowe, Dawn Stattine, Donna Winder

Absent: Sue Gray, Dee Hillstrom, Gary Walters

Others non-voting present: Terry Zoller, Carrie Musselman, Christy Loven, Marian Ridge

President Burg called the meeting to order at 7:06 p.m. with no changes in the agenda.

Each person introduced him or herself and Mary Larson was welcomed back to service on this board as the Cass Lake City representative.

Minutes Motion by Bob Kangas, seconded by Audrey Chelberg, to approve the July 2004 board minutes as sent out. Motion carried.

Financial Motion by David Mattila seconded by Jerry Loeffelbein, to accept Statements the June 2004 Financial Statement as presented subject to year end audit. Motion carried.

Motion by Bob Kangas, seconded by Jerry Loeffelbein, to accept the July 2004 Financial Statement as presented subject to year end audit. Motion carried.

Bills Motion by Bob Kangas, seconded by Paul Carlson, to approve retroactive payment of the August 2004 bills check #6807 to #6896 in the amount of \$116,670.49. Roll call vote: Motion carried unanimously.

Motion by Jack Frost, seconded by Paul Carlson, to approve payment of the September 2004 bills check #6897 to #6973 in the amount of \$60,727.94. Roll call vote: Motion carried unanimously.

2005 Budget The Director reported that the financial outlook is better for 2005 than it has been for a while. Having been granted all but \$900 of the Delivery grant, Kitchigami will be able to have four

- Budget day/week delivery until September 2005. The materials budgets can be restored back to the 2003 levels as there is an additional \$44,500 for this. The state grant, after 3 years of sinking, has turned for the better for KRLS in 2005.
Motion by David Mattila, seconded by Dan Olson, to restore the 2005 library budgets for Sound to \$11,760, Video to \$8,400 and Collection Development to \$2000 materials. Motion carried.
- Master Agreement Motion by David Mattila, seconded by Paul Carlson, that the board agree to the project and contract both developed by Robert A. Rohlf and Associates. Motion carried.
- Motion by David Mattila, seconded by Jerry Loeffelbein, that the board designate the Pine River Planning reserve, which could not be used for that purpose, of \$23,423 and interest for the Master Agreement project. Discussion. Motion carried.
- The Director reported that the opinion of the attorney who was hired to review the Master Agreement will be brought to the next Master Agreement Committee meeting on November 6th.
- The state librarian advised that the KRL board establish a deadline for the revised KRLS Master Agreement to be ratified and a failure to ratify this document by a certain given date could be considered by the Board as a rescission. By state law, counties if they do not ratify it, must join another region. If cities choose not to ratify it, they must repay state aid. Discussion.
- CD Renewal Motion by Paul Carlson, seconded by Dawn Stattine, to approve that CD #55556100004 be cashed and placed in the money market account to pay for the new mobile library; the amount designated for other vehicles will be reserved in that account until April 2005, when it will be combined into a CD with other designated capital reserves. Discussion. Motion carried.
- Bookmobile Graphics Motion by David Mattila, seconded by Bob Kangas, that the Staff Bookmobile Committee be authorized by the board to choose the graphics they feel are most appropriate. Motion carried.

- Graphics (cont.) Motion by David Mattila, seconded by Dan Olson, that the committee also be authorized to find someone to apply the graphics design chosen. Discussion. Motion carried.
- Bookmobile Committee Motion by David Mattila, seconded by Jack Frost, to accept the report of Bookmobile Committee and to approve its recommendations:
- That the committee name be changed to "Mobile Library Committee"
 - That the Board rescind the Policy for Determining Bookmobile Stops and approve the adoption of the new Mobile Library Policy as presented
 - That the Pequot Lakes stop remain in its current location
 - That the following stops be closed: Federal Dam, Lakeshore, Red Lake Group Home, Outing, Ponemah, Pillager, Northland Academy, Backus, Kiddie Korner, Poplar, Akeley, Lake George
 - To have a new route schedule that expands the time at remaining stops but reduces the travel time of the mobile library.
- Discussion. Motion carried.
- RLBSS Report of Results Accomplished Motion by Lauren Annie Rowe, seconded by Audrey Chelberg, that the board approve the RLBSS Report of Results Accomplished and authorize the Director and board president's signatures for submission. Motion carried.
- MNLink: ILL Special Project Motion by David Mattila, seconded by Jerry Loeffelbein, that the board approve the 18 month recommended special project and the special materials cost of \$36,000 required. Discussion. Motion carried.
- Cass Lake Project Motion by David Mattila, seconded by Dick Devine, that the board approve the recommended pilot project to have the Cass Lake Community Library supervised by the Bemidji Public Library Manager who will spend one 4 hour shift per week at the Cass Lake branch doing administrative tasks, collection development and local board support. Another branch assistant will be hired for the Cass Lake library. Materials budgets will still be separate for this branch.

Cass Lake (cont.) This project will go for one year with assessment done at the end of that time. Lengthy discussion. Motion carried with Jack Frost and JoAnne Henningsgaard voting no.

Audrey Chelberg left 9:20 p.m.

Committee Dates:

It was agreed that the Strategic Planning Committee would meet October 4th, 6th or 7th at 4:00 p.m.

It was agreed that the Master Agreement Committee would meet on Thursday September 30th at 4:30 p.m. and that the committee would also meet with the consultants on Saturday October 2nd.

NLLN Dan Olson reported that the new NorthStar automation system was available for all public schools within the NLLN area. NCAP is now officially dissolved.

Mobile Library The new mobile library has not arrived yet, but the new driver hired will be excellent.

Director's Report The Director gave a short report on how the Longville Library will serve its patrons while renovation is occurring.

The III implementation went remarkably smoothly with credit going to all KRLS staff involved and good support from III.

Agreement to adjourn at 9:50 p.m.

Minutes taken by Christy Rose Loven, Administrative Assistant.

Minutes signed by Board Secretary, Dawn Stattine _____

Date _____