

Kitchigami Regional Library  
**Board Meeting 18 November 2004**  
Kitchigami Headquarters, Pine River, MN

Board- Randall Burg, Audrey Chelberg, Dick Devine, JoAnne Henningsgaard,  
Present: Dee Hillstrom, Bob Kangas, Leo Johnson, Mary Larson, Jerry  
Loeffelbein, David Mattila, Dan Olson, Annie Rowe, Dawn Stattine, Gary  
Walters

Board Absent: Paul Carlson, Jack Frost, Sue Gray, Donna Winder, Wadena County  
Representative

Others non-voting present: Consultants – Jan Feye-Stukas and Robert H. Rohlf; Staff -  
Alison Edgerton, Terry Zoller, Christy Loven, Marian Ridge

President Burg called the meeting to order at 7:00 p.m. adding the item 8.6 Old  
Bookmobile to the agenda. The agenda then stood approved. Self introductions were  
made.

Minutes Motion by David Mattila, seconded by Jerry Loeffelbein, to approve the  
16 September 2004 board minutes as sent out. Motion carried.

Joint Powers Consultants Robert H. Rohlf and Jan Feye-Stukas were welcomed.  
Agreement President Burg reported on the work done so far by the board  
Draft committee at its 9 October and 6 November meetings on the revision of  
the Master Agreement, now called a Joint Powers Agreement.

Robert Rohlf reviewed the meetings with the board committee and the  
meetings with representatives from all the cities and counties in their  
respective areas. The revision of proposal page and information on legal  
counsel retained by the consultants were described.

Jan Feye-Stukas went over the Options for Amended KRLS Agreement  
pages based on city and county input. A spreadsheet showing examples of  
formula changes was distributed and explained as it is recommended to  
have a formula in place for funding within the proposed agreement.  
Discussion of the Options and what the revisions mean for cities/counties.  
Motion by Gary Walters, seconded by Dee Hillstrom, to direct the  
consultants to prepare a draft Joint Powers Agreement incorporating the  
27 Options for Amendment and including a formula for funding without  
specific involvement of the cities. Motion carried.

Motion by Gary Walters, seconded by Jerry Loeffelbein, that the  
consultants be directed to prepare a draft agreement with a governance  
model with 3 representatives from each county (1 county commissioner,

citizen at large and 1 city representative chosen from a list given each county by the cities involved). Motion carried.

Mobile Library Tour/ Graphics The Director showed overheads of the new mobile library with a front and side view of the new proposed graphic design to go on the new vehicle. Bids will be advertised to apply the graphics with a special paint.

Marian gave a 20 minute tour of the new vehicle to all interested.

Bills Motion by Dick Devine, seconded by David Mattila, to retroactively approve the October bills check #6974 to #7063 in the amount of \$98,927.83. Roll call vote: Motion carried unanimously.

Motion by David Mattila, seconded by Jerry Loeffelbein, that the November 2004 bills checks #7064 to #7141 in the amount of \$131,086.17. Roll call vote: Motion carried.

Mobile Library The Director gave an update on the slow and costly “demise” of the old Bookmobile and the suspension of service until such time as the new vehicle can go on the road. Patrons will be notified and service will be delivered to these patrons through the other branches or through using the library van to certain locations as not to leave anyone without service if at all possible. A new mobile library driver is being sought as the one hired this Fall has resigned. Motion by Annie Rowe, seconded by Mary Larson, that the director sell the old bookmobile to the highest bidder. Motion carried.

NLLN Board As Randall Burg’s term is up as representative on the NLLN Board a replacement is needed plus an alternate; Dan Olson fills the other representative term. Discussion. This subject was tabled until the January 2005 board meeting for resolution. Board members are to come with recommendations of people who might be interested in these positions.

LSTA Final Reports Motion by Dick Devine, seconded by Jerry Loeffelbein, that the board approve the President and Director as signatories on the final reports for the “Dump the Dumbs” and 2003/4 Delivery Grants. Motion carried.

LSTA 2005 Motion by David Mattila, seconded by Mary Larson, that the board approve an application for a 2005 LSTA grant for delivery and approve the signatures of the director and president on that application and that this procedure be followed for future grant applications. Motion carried.

Nominating Committee Motion by Leo Johnson, seconded by Robert Kangas, that the volunteers - Dee Hillstrom, Dawn Stattine and Leo Johnson - be appointed to the Nominating Committee and that they bring forward a slate of officers to serve in 2005 at the next board meeting.

Director's Evaluation The Board President handed out the Director Evaluation forms to be returned to him by December 15<sup>th</sup>. This process will be done in a closed session at the January 2005 board meeting. This form will be mailed to those not present.

Public Input Alison Edgerton expressed the feeling that it is important to have a public library representative on the NLLN board to keep that organization aware of the needs of public libraries as well as school libraries.

Strategic Planning The committee agreed to try to find another committee meeting date in December.

Director's Report Board Orientation Reminder that on Saturday 15 January will be the orientation for the full board.

Talking with Legislators Discussion of meeting Kitchigami's legislators earlier in the year than the February Library Legislative Day – perhaps in the 2<sup>nd</sup> or 3<sup>rd</sup> week of January over 2 days. Please let Marian know who else besides Randy Burg and Dawn Stattine might be interested. The Director will put an Information package together for this.

Trustee Reports Jerry Loeffelbein mentioned there were 2 new candidates for the Brainerd Library board and commented on the quality of interviewing for the vacant manager position.

Audrey Chelberg mentioned two Friends of the Library have been elected to City Council.

Motion to adjourn by David Mattila, seconded by Dan Olson 9:43 p.m. Motion carried.

Minutes by Christy Rose Loven.

Signed by Board Secretary, Dawn Stattine \_\_\_\_\_

Date \_\_\_\_\_