

Kitchigami Regional Library
Board Meeting
16 June 2005
Kitchigami Headquarters, Pine River, MN

Present: Randall Burg, Paul Carlson, Audrey Chelberg, Dick Devine, Jack Frost,
Board JoAnne Henningsgaard, Dee Hillstrom, Leo Johnson, Bob Kangas,
Members David Mattila, Dan Olson, Marci Olson, Annie Rowe, Rita
Schuldt, Dawn Stattine

Absent: Mary Larson, Tom Peterson, Gary Walters, City of Pine River
Board Representative

Others present non voting: Marian Ridge, Christy Loven, Marta Mersereau, Terry Zoller

President Burg called the meeting to order at 7:00 p.m. Introductions were made. Marta Mersereau was welcomed as the new Branch Manager III of the Brainerd Public Library. She will begin work the week of 11 July with orientation at headquarters and at that branch.

Minutes Motion by Bob Kangas, seconded by Dawn Stattine, that the minutes of the 19 May 2005 board meeting be approved. Motion carried.

Financial Motion by Jack Frost, seconded by David Mattila, that the April 2005
Statement Financial Statement be approved as distributed subject to year end audit.
Motion carried.

Bills Motion by Dee Hillstrom, seconded by Paul Carlson, that the June 2005 bills be approved for payment checks #7660 to #7741 in the amount of \$57,507.91. Roll call vote: motion carried unanimously.

Employee Motion by Audrey Chelberg, seconded by Rita Schuldt, that the Employee
Complaint Complaint policy be approved as presented at its 2nd reading and included
Policy as official policy and distributed. Discussion.
2nd Reading Motion carried.

HQ Doors For board information, another source for doing the installation of automatic openers for the Kitchigami Headquarters bathrooms was investigated and found to be more expensive than Gull Lake Glass of Brainerd. The board agreed this Brainerd firm should go ahead with the installation.

Health First Reading and discussion of the draft Health Insurance Benefits Policy
Insurance was done. Revisions were brought out – an increase from \$100 to
Benefits \$150/month for all employees working 20 hours/week or more, a six
Policy months waiting period until the benefit kicks in, except for those grandfathered in for an alternative choice, all new employees would be

First Reading offered the benefit only for health insurance, provision of proof of health insurance to the KRL bookkeeper. This policy will be brought back to the board for its 2nd Reading in July.

Travel Policy An Outline and First Reading was presented for a new draft Travel Policy.
First Reading In this new policy the mileage rate would be raised to be comparable with the federal rate at the time the budget for the year is set. This will be discussed again in July. A second consideration within this policy for the next board meeting will be reimbursements for meals with receipts and without receipts for meeting or conference purposes.

2006 Budget Presentation The Director made a budget presentation on overheads of the 2006 KRL Budget by individual cities and counties. Discussion of the format and ramifications on each city branch and county using the “service rendered for dollars paid” formula. A more detailed budget for each funding unit will be presented at the July board meeting.

RLBSS Application The Regional Library Basic System Support Program Application for FY 2006 was provided for review at the meeting. Discussion. Motion by David Mattila, seconded by Annie Rowe, to authorize the board president and director to sign and submit the Application to the state. Motion carried.

Director’s Report The Director went over items in her written report to the board emphasizing her pleasure at the hiring of a manager for the Brainerd Library and extending to all present an invitation to the official open house on 24 June 3 to 6 p.m. to view the newly renovated Longville library.

Mobile Library The Director explained attending Conciliation Court for the poor artwork done on the Mobile Library and the few weeks wait for the judge’s decision. The judge actually left the courtroom to view the vehicle.

President’s Report President Burg, at the directive of the board continues to try to speak with a Beltrami commissioner regarding his words in the local newspaper.

Name Plates The nameplates for the board will be changed to more properly reflect the city or county each represents on the KRL board.

Motion by Bob Kangas, seconded by David Mattila, to adjourn at 9:47 p.m.

Minutes by Christy Rose Loven, Administrative Assistant

Signed by Board Secretary, Dawn Stattine _____

Date _____