

Kitchigami Regional Library
BOARD MEETING 19 January 2006
Kitchigami Building Headquarters, Pine River, MN

Board Present: Leo Johnson, Bob Kangas, Elaine LeFebvre, David Mattila, Mary Beth Mohr, Marci Olson, Tom Peterson, Lyle Robinson, Annie Rowe, Rita Schuldt, Dawn Stattine, Gary Walters

Board Absent: Paul Carlson, Jack Frost, Dee Hillstrom, Beltrami County Citizen Representative, Bemidji City Representative, Cass Lake City Representative, Park Rapids City Representative.

Others non-voting present: Marian Ridge, Alison Edgerton, Terry Zoller, Christy Loven, Carolyn Conklin, David Minke, Tony Murphy, Joe Vene.

Lacking a President or Vice-president, the Director called the meeting to order at 7:04 p.m.

Agenda changes: Add November Financial Statement to Item 5, additional information in the Director's Report, Oath of Office to be administered after the Election of the 2006 board officers.

Introductions were made around the room and new board members, Elaine LeFebvre from the City of Pine River and Lyle Robinson from the Hubbard County Board of Commissioners were welcomed to the board.

Nominating Committee Dawn Stattine acting as the Nominations Committee presented the nominations for 2006 board officers: David Mattila-President, Paul Carlson-Vice-president, Rita Schuldt-Treasurer, Dee Hillstrom-Secretary. Discussion.

Motion by Bob Kangas, seconded by David Mattila, that an unanimous ballot be cast and that the proposed slate of officers be elected immediately. Motion carried.

Oath of Office Director Ridge administered the Kitchigami Regional Library Oath of Office to all board members present while they stood and raised their right hands.

Minutes Motion by Gary Walters, seconded by Annie Rowe, that the minutes of the November 17, 2005 board meeting to be approved as sent out. Motion carried.

Financial Statement Motion by Gary Walters, seconded by Rita Schuldt, to approve the October 2005 Financial Statement, subject to year-end audit. Discussion. Motion carried.

Financial Statement (cont.) Motion by Gary Walters, seconded by Bob Kangas, to approve the November 2005 Financial Statement, subject to year-end audit. Discussion. Motion carried.

Bills Motion by Dawn Stattine, seconded by Annie Rowe, to approve payment of checks #8173 to #8256 in the amount of \$32,248.74. Discussion. Roll call vote: Motion carried unanimously.

Tom Peterson came 7:17 p.m.

KRL HQ Building Motion by Bob Kangas, seconded by Leo Johnson, to approve payment of checks #8256 to #8324 in the amount of \$237,379.59. Discussion. It was noted that with this payment of bills Kitchigami would pay off its building debt to Cass County and will own the Kitchigami Headquarters Building. Roll call vote: Motion carried unanimously.

Mobile Library Update Director Ridge gave the board an update on Mobile Library matters: the salvage of the contents from the wrecked vehicle, the damage appraisal, the Readmobile, the Mobile Library staff. Discussion.
Motion by Marci Olson, seconded by Annie Rowe, that the board approve monthly lease payments of \$600.00 each to Great River Regional Library and Viking Library System for the duration of Readmobile use to provide mobile library service. Motion carried.

Motion by Dawn Stattine, seconded by Rita Schuldt, that the board authorize the ABC Companies estimate to make repairs to the Mobile Library as identified in their estimate dated 1/6/2006. Motion carried.

Budget Implementation The Director gave the board a comprehensive report of the 2006 budget implementations in the branches and headquarters.
A file with newspaper articles regarding budget changes at the Bemidji Library was made available.

Minnesota State Planning Meetings A copy of a letter from the state thanking participants in the State Planning Meeting process was included for information.

Mary Beth Mohr, new City of Walker representative, came 7:23 p.m. She was welcomed.

LSTA Grant for Blackduck area	Further information was provided re the LSTA grant proposal for the Blackduck area regarding Spanish materials and staff training to help the new area immigrants.
Board Orientation	After discussion, motion by Tom Peterson, seconded by Rita Schuldt, to set the 2006 date for the KRL Board Orientation for Saturday March 25 th . <u>Motion carried.</u>
Board Committees	Discussion of assignments to board committees. Motion by Gary Walters, seconded by Tom Peterson, to change the Internet Committee name to the new Electronic Resources Committee to be more inclusive of what it will cover. <u>Motion carried.</u> The Director will be the new representative to the NWLinks board under their new bylaws. As more board appointments are to be made, this matter will be brought back to the March meeting.
Library Legislative Day	Discussion of not sending a large delegation to speak with KRL legislatives as this is a capital funding year. The Director will attend. If, however, any board member is interested, please let President Mattila or the Director know.
State Decisions on Regional Libraries	Information on decisions by the state Commissioner of Education on regional libraries was included.
State Decisions on Library Matters	Decisions from the state auditor's office on Library incentives and raffles were presented in the board packet for information. Discussion. Friends groups may hold raffles but not regional or local boards.
Employee Categories Policy 1 st Reading	The draft Employee Categories Policy was presented to the board for its 1 st Reading and discussion. This will be reviewed again at the March meeting.
Director's Report	Items on Beltrami County, the Gates Grant computers, E-rate training, Crosslake and use statistics were presented for information. A Comparison of City Levies 2004 was handed out. Discussion.
Personnel Committee	A meeting date for this committee will be set at the March board meeting.
Director's Evaluation	Closed session 8:10 p.m. to 8:40 p.m. All left the room except the Director and board.

Director's Evaluation Motion by Bob Kangas, seconded by Tom Peterson, to confirm the Director's Performance appraisal and to give the Director a 5% increase in salary for 2006. Motion carried.

8:50 p.m. Motion to adjourn by Gary Walters, seconded by Bob Kangas.
Motion carried.

Minutes by Administrative Assistant, Christy Rose Loven.

Signed by Board Secretary, Dee Hillstrom _____

Date _____