

Kitchigami Regional Library
Board Meeting Thursday 20 July 2006
Kitchigami Headquarters, Pine River, MN

Present: Carolyn Conklin, Jack Frost, Marilyn Heltzer, Dee Hillstrom, Leo Johnson, David Board Mattila, Mary Beth Mohr, Marci Olson, Tom Peterson, Lyle Robinson, Rita Members Schuldt, Gary Walters

Absent: Paul Carlson, Bob Kangas, Annie Rowe, City of Cass Lake Representative, Board City of Bemidji Representative, City of Pine River Representative

Others Lucia Johnson, Christy Loven, Marian Ridge

Meeting called to order by President Mattila at 7:00 p.m. No additions were made to the agenda. Introductions were made.

Minutes Motion by Marilyn Heltzer, seconded by Dee Hillstrom, to approve the minutes as distributed. Motion carried.

Financial Statement Motion by Dee Hillstrom, seconded by Rita Schuldt, to approve the May 2006 Financial Statement as distributed subject to year end audit. Discussion. Motion carried.

Bills Motion by Dee Hillstrom, seconded by Marci Olson, to retroactively approve the payment of the June 2006 bills checks #8638 to #8744 in amount of \$70,554.88. Roll call vote: Motion carried.

Tom Peterson came 7:10 p.m.

Holiday Decorations Policy: 2nd Reading Motion by Leo Johnson, seconded by Rita Schuldt, to approve the draft Holiday Decorations (Branch Library Decoration and Public Display) Policy as presented. Discussion. Motion carried, with Walters voting no.

Jack Frost came 7:14 p.m.

Holidays Policy (2nd Reading) Motion by Leo Johnson, seconded by Carolyn Conklin, that part-time staff who work over 1040 hours/year and that do not regularly work on Mondays be given a "flex day" off in lieu of each holiday that falls on a Monday, that flex day to be taken within the month. Motion failed, with Mary Beth Mohr voting yes. Discussion.

Motion by Marilyn Heltzer, to approve the draft policy as written. Motion carried.

Responses to Motion by Gary Walters, seconded by Tom Peterson, to approve Beltrami, distribution of the Responses to Beltrami, Bemidji, Blackduck concerns from the meeting of that committee and the KRL Board Ad Hoc committee on 23 June 2006. Along with these responses, a cover letter requesting another meeting time in August will be sent. Discussion. It was established again that this Ad Hoc committee of the KRL Board will bring all issues back to the full board to be discussed, negotiated or decided upon. Motion carried.

2007 Budget Discussion of supplemental budget information provided. Motion by Marilyn Heltzer, seconded by Gary Walters, to accept the 2007 budget pages as presented and authorize their distribution to cities and counties with a cover letter requesting representatives from the board and the Director present each budget in person to each city council and county board. Discussion.

Break: 9:04 to 9:15 p.m.

More discussion. Motion carried.

Motion by Tom Peterson, seconded by Carolyn Conklin, to defer the Seniors Library Service Needs Assessment discussion to the next board meeting. Motion carried.

Gates Grant Motion by Dee Hillstrom, seconded by Rita Schuldt, to approve the Final Report signatures of the Board President and Director on the final letter to Bruce Pomerantz for reimbursement for costs related to the Gates Grant. Discussion. Motion carried.

2005 LSTA Motion by Jack Frost, seconded by Tom Peterson, that the board approve Delivery Grant the signatures of the President and Director on the 2005 LSTA delivery grant final report for submission to the State Library Services. Discussion. Motion carried.

LSTA Seniors Motion by Carolyn Conklin, seconded by Rita Schuldt, that the board Library Serviceapprove the signatures of the President and Director on the 2004/05 Needs LSTA seniors library service needs assessment final report for submission Assessment to State Library Services. Discussion. Motion carried. Because all invoices for costs in this grant have not yet been received, the final figures will be brought to the September board meeting.

Committees Personnel Committee meeting will be set some time in the near future. The Volunteer Committee will meet August 3rd.

Director's Report In addition to her written report, Director Ridge, updated information on hiring the System Technician. The forthcoming opening for the Park Rapids Area Library manager has been advertised. A search is continuing to be made for a different bookkeeping software system.
Logo contest poster and application form were brought for information. The Director will be on vacation for a week in August.

NWLinks NWLinks has been working with Bemidji and Wadena library lines being switched to DSL and after some preliminary problems, they seem to be working now. Steve Jatczak has been helping with the KRL e-rate application.

Motion by Jack Frost, seconded by Marci Olson, to adjourn 9:35 p.m. Motion carried.

Minutes by Administrative Assistant, Christy Rose Loven.

Minutes signed by Board Secretary, Dee Hillstrom _____

Date _____