

Kitchigami Regional Library
Board Meeting 21 September 2006
Kitchigami Headquarters, Pine River, MN

Present: Paul Carlson, Carolyn Conklin, Roine Cunningham, Betty Hanson-
Board Lehman, Marilyn Heltzer, Anne Holub, Dee Hillstrom, Bob Kangas,
David Mattila, Mary Beth Mohr, Marci Olson, Tom Peterson, Annie
Rowe, Lyle Robinson, Rita Schuldt

Absent: Jack Frost, Leo Johnson, Gary Walters, City of Cass Lake Representative
Board

At 7:00 p.m. President Mattila called the meeting to order with a welcome for new board members, Anne Holub and Betty Hanson-Lehman. Introductions were made by all. Director Ridge administered the Oath of Office to these new members.

7:10 p.m. New KRL board member, Roine Cunningham came and was welcomed as the new representative from the City of Pine River. The Director administered the Oath of Office to her.

Financial Statement Motion by Carolyn Conklin, seconded by Tom Peterson, to approve the June and July 2006 Financial Statements subject to year end audit. Discussion. Motion carried.

Bills Motion by Dee Hillstrom, seconded by Marci Olson, to retroactively approve payment of the August 2006 bills checks #8830 to #8899 in the amount of \$28,674.94. Roll call vote: Motion carried unanimously.

Motion by Bob Kangas, seconded by Dee Hillstrom, to approve payment of the July 2006 bills checks #8900 to #8973 in the amount of \$35,303.23.
Roll call vote: Motion carried unanimously.

2007 Draft Budget Motion by Bob Kangas, seconded by Marci Olson, to inform Beltrami County and the cities of Bemidji and Blackduck that the supplemental processing budget lines for the cities will be reduced by the amount necessary to cover the county shortfall, using the percentage of the total branch library costs represented by each city.

Response to the 3 Bs Motion by Dee Hillstrom, seconded by Rita Schuldt, to contact the state librarian regarding her opinion on point #3 discussed at the meetings. Between the 3 Bs and a committee from the KRL Board: *"Reduce to written policy" an interpretation of RLBS that equates equitability with proportion allocation of state funds.* Discussion and agreement that good progress has been made in most matters of discussion among the parties.
Motion carried.

Volunteer Policy and Community Service Worker Policies were presented to the board for 1st Reading and discussion and will be brought back for 2nd Reading to the November meeting.

Tony Murphy left 7:33 p.m.

Technical Services Study Motion by Annie Rowe, seconded by Roine Cunningham, that the board authorize up to \$15,375 to be spent on Baker and Taylor’s Title Source and III’s QuickClick, Edifact and SpellCheck following recommendations made by the Technical Services Consultant. Discussion. Some procedural recommendations have already been put in place and more will be implemented as outlined in the agenda item. Motion carried.

CD Renewal Motion by Marilyn Heltzer, seconded by Lyle Robinson, that the following CDs be renewed at 5.50-5.61% for 12 months at the First National Bank of Walker:
#10082712 Fund –Automation 97%, Computer Accounting Software 3% for \$188,497.01
#10083198 Non-dedicated for \$91,179.25
#10082014 Fund: Automation Repair and Maintenance for \$60,686.02
#10082015 Fund: Building Repair and Maintenance for \$19,236.09
Motion carried.

Employee Development Day Motion by Marci Olson, seconded by Rita Schuldt, to approve payment for speakers for Employee Development Day in the amount of \$400 plus expenses for speaker Mark Ranum, \$300 plus expenses for speaker Mark Reidell and also \$300 as an honorarium to the First Lutheran Church, Pine River for use of its space. Discussion about the day. Motion carried. Board members were encouraged to attend the Awards ceremony at the end of that day.

Legislative Action: For RLBS Motion by Marilyn Heltzer, seconded by Bob Kangas, that each county and city representative on the KRL board take to his or her municipality for its approval the resolution supporting a state increase in the Regional Library Basic System Support. Discussion. Motion carried. The Director will provide “talking point” information to KRL board members to use for presentation to their respective councils/boards.

Qualifications Discussion of the qualifications for the position of Branch Manager III.

Director’s Report A first draft of a policy on donated materials/donations for materials was discussed.

Director's Report Items in the written Director's report along with an update on the mobile library were discussed.

Personnel Committee A date for the Personnel Committee to meet was set for 5:00 p.m. November 16 prior to the regular board meeting at 7:00 p.m.

Orientation A date for orientation for 2 new board members was discussed.

Motion by Paul Carlson, seconded by Marci Olson, to adjourn at 9:25 p.m. Motion carried.

Minutes taken by Christy Rose Loven, Administrative Assistant.

Signed by Board Secretary, Dee Hillstrom _____

Date _____