

Kitchigami Regional Library
21 June 2007 Board Meeting Minutes
Kitchigami Headquarters, Pine River, MN

Board Present: Paul Carlson, Carolyn Conklin, Roine Cunningham, Betty Hanson-Lehman, Marilyn Heltzer, Dee Hillstrom, Leo Johnson, Bob Kangas, Mary Beth Mohr, Rachel Nystrom, Marci Olson, Tom Peterson, Rita Schuldt, Jack Shaffer.

Board Absent: Jack Frost, Mary Harrison, Anne Holub, Lyle Robinson, Cass Lake City Representative

Others non-voting present: Paul Ericsson, Christy Loven, Marian Ridge

President Carlson called the meeting to order at 6:01 p.m. One addition to the agenda was made: 6.3 Downloadable audio books. Motion by Dee Hillstrom, seconded by Roine Cunningham, to approve the agenda with the addition. Motion carried.

Introductions were made by all.

Minutes Motion by Marilyn Heltzer, seconded by Rita Schuldt, to approve the 17 May 2007 board minutes as presented. Motion carried.

Tom Peterson came 6:05 p.m.

Financial Statement Motion by Bob Kangas, seconded by Roine Cunningham, to accept the April 2007 Financial Statement as presented subject to year end audit. Motion carried.

Bills Motion by Marci Olson, seconded by Dee Hillstrom, to approve checks #9578 to #9665 for a total of \$86,307.52. Discussion. Roll call vote: Motion carried unanimously.

Consent Agenda Motion by Marilyn Heltzer, seconded by Rita Schuldt, to begin the practice of a consent agenda for:

- Routine reports on business arising from the previous regular meeting
- Lease or contract renewals for items already included in an approved budget
- Bills from the previous month already paid
- Committee reports
- 2nd reading of policies introduced and receiving 1st reading at a previous board meeting
- President and Director signatures on grant applications or status reports where the grant was previously approved by the Board

Discussion. Motion carried.

North Mankato Reciprocal Borrowing Motion by Marilyn Heltzer, seconded by Dee Hillstrom, to approve the Special Borrowing Conditions: North Mankato Residents Policy. Discussion. Motion carried.

Downloadable Audio books Director Ridge explained that the actual contract price for 200 titles of audio books for three years is \$4,000 not \$2,000 as previously approved.

Discussion. Motion by Roine Cunningham, seconded by Carolyn Conklin, to approve the expenditure of \$4,000 and signing of the contract for these materials. Motion carried.

RLBSS FY 08 Motion by Dee Hillstrom, seconded by Bob Kangas, to approve the President and Director signing the Regional Library Basic System Support State FY 2008 application and its submission to the state. Discussion. Motion carried.

2nd Draft of 2008 budget The Director went over in detail the 2nd draft 2008 KRL budget pages for the counties and branches within each county. The Budget Committee had met prior to this board meeting. Discussion. A final draft will be brought to the July board meeting prior to presentation to cities and counties. At the board's request the Director explained in detail: minimum level of support and maintenance of effort.

The Budget Committee will meet Thursday 19 July at 4:30 p.m. to go over any further budget changes prior to their being brought to the full board at its regular July board meeting.

Open Meeting Law and E-mail Discussion of present Minnesota law and proposed Minnesota law regarding the Open Meeting Law and e-mails generated by any KRL board members. President Carlson requested this subject be discussed to be sure KRL board members are not seen to violate the law or intended law.

LSTA Plan The Director explained the inclusion in the board packet of the draft State of Minnesota LSTA (Library Services Technology Act) Plan 2008-2012 for the board's information as KRL may not apply for LSTA grant funds for anything that is not included in the state's plan. Discussion.

Director's Report In addition to her written report, the Director explained to the board the term, "working capital" and why it is necessary to have carryover funds on hand at year's end to use until cities/counties start making levy payments for the next year.

President's Report President Carlson thanked Director Ridge for her continued hard work on the draft 2008 budgets.

Motion by Marilyn Heltzer, seconded by Tom Peterson, to adjourn 7:55 p.m. Motion carried.

Minutes by Christy Rose Loven, Administrative Assistant

Signed by Board Secretary, Dee Hillstrom _____

Date _____