

Kitchigami Regional Library  
**Minutes of the 17 January 2008 Board Meeting**  
Kitchigami Headquarters, Pine River, MN

Board Present: Paul Carlson, Carolyn Conklin, Jack Frost, Betty Hanson-Lehman, Mary Harrison, Marilyn Heltzer, Anne Holub, Leo Johnson, Bob Kangas, Mary Beth Mohr, Marci Olson, Tom Peterson, Rita Schuldt.

Board Absent: Donald Carlson, Roine Cunningham, Dee Hillstrom, Wayne LaDuke, Rachel Nystrom, Jack Shaffer

Others present: Becky Walpole, Paul Ericsson, Paul Grimes-Park Rapids Library  
non-voting Board, Christy Loven, Marian Ridge

On the delay of the board president, Director Ridge called the meeting to order at 6:10 p.m. requesting any changes to the agenda: New Business 3. Draft Document for January 12 special strategic planning session. Motion by Marilyn Heltzer, seconded by Rita Schuldt, to approve the agenda as amended. Motion carried.

Each person introduced him/herself. All were reminded that under agenda item 5.4 a closed session would be held for the Director's review. All but the board are to leave.

**Nominating Committee** Marci Olson and Bob Kangas presented this slate of 2008 KRL board officers for board consideration. All have agreed to run:

President	Paul Carlson
Vice-president	Tom Peterson
Treasurer	Rita Schuldt
Secretary	Dee Hillstrom

The Director requested further nominations from the floor. Hearing none, she declared this slate of officers for 2008 was elected by acclamation.

The Director turned the meeting over to Vice-president Tom Peterson who had just arrived.

Consent Agenda Motion by Bob Kangas, seconded by Rita Schuldt, to approve these items on the consent agenda as presented:

- 15 November 2007 minutes
- December 2007 bills
- NLLN Report
- Personnel Updates
- Delivery Van Purchase
- LSTA Grants status report
- Blackduck Spanish Language Grant Final Report

- Consent Agenda (cont.) - Continuing Education Report: PLA  
- Personnel Committee meeting report  
Motion carried.
- Maintenance of Effort Marian explained that no board member expressed interest in attending this special meeting of the system directors about Maintenance of Effort. The Director explained what maintenance of effort is and how it affects Kitchigami.
- Paul Carlson came 6:22 pm. Carlson said he would attend this meeting with Marian.
- New delivery van Discussion of the value of joining the Minnesota state pool for buying vehicles. After discussion, it was concluded it would not be a savings to Kitchigami.
- 2008 Budget Discussion of the 2008 budget pages including the new KRL Overview page. Motion by Tom Peterson, seconded by Betty Hanson-Lehman, that the board approve the Headquarters Central Services budget and send all final 2008 KRL budget pages to all of its cities and counties.  
Motion carried.
- Library Legislative Day This day is February 27 in 2008. Being primarily a bonding year, Kitchigami representatives mainly go to make contact with each of our ten legislators and speak about public libraries and Kitchigami. Those attending will be Paul Carlson, Marci Olson, Alison Edgerton and Marian Ridge.
- A Closed Session for the Director's Evaluation was called from 7:10 to 7:55 p.m. all but board members left the room.  
Motion by Jack Frost, seconded by Anne Holub, to end the closed session and call the regular meeting back to order. Motion carried.  
Motion by Betty Hanson-Lehman, seconded by Rita Schuldt, to increase the Director's salary by 4% in response to her stellar work during the past year. Motion carried.  
It was noted that this will bring the Director's salary somewhat in line with other regional directors' salaries and is very appropriate and also practical in the interest of retaining a director with any comparable knowledge and experience.

- Bills Motion by Marci Olson, seconded by Jack Frost, to approve payment of the January bills checks #10325 to #10388 in the amount of \$43,305.29. Roll call vote: motion carried.
- Regional Library Telecommunication Aid (RLTA) Motion by Tom Peterson, seconded by Rita Schuldt, to approve the signatures of the president and director on the 2008 RLTA application. Discussion. Motion carried.
- Strategic Planning Day Discussion of what occurred during the special workshop given by the Director for the board on Saturday January 12<sup>th</sup>. Notes on types of health insurance coverage for KRL staff and ideas coming from results of the Public Library Futures Planning on what services to enhance/emphasize in the future were discussed. The board suggested the director contact someone at the MCIT to see if KRL could join that insurance group along with other suggestions for help on staff health coverage. Discussion of hiring a consultant to help on a benefits/health package for KRL staff.  
A Personnel Committee meeting at 4:30 p.m. on a day in March will be set to further investigate this matter. Marian will send a draft of the Strategic Planning session ideas to Mark Ranum. The next step will be a survey of goals for the next KRL Strategic Plan which will include an alternative means of delivery service. The second phase of the Futures Planning begins with the consultant meeting with cities and counties, the board determining what model to follow. The record of the January 12<sup>th</sup> meeting was received and with slight changes will be sent to M. Ranum.
- Old Delivery van After the arrival of the new delivery van, the Director requested that she rent the old van for a weekend. This was approved with a free will offering by the Director for such.  
It was consensus of the board to sell the old van on Ebay to avoid costs of publishing the sale in newspapers.
- Trustee Reports Carolyn Conklin told of a generous donation in a will to the Park Rapids Area Library.  
  
Because of the recent Mobile Library Presentation a donation was received from someone from Falcon Heights. Circulation reports show strong increases in use of the new mobile library.

Paul Carlson told of the Wadena Giving Tree netting \$2,100 in donations with the Friends matching this. Over \$40,000 in donations in 2007 were given to this library.

Director's Report

The director told of a mid year switch to a new accounting system that will be much more geared to Kitchigami's needs.

Tom Peterson credited the director with doing a good job in putting together the packet of information with Tom's health insurance recommendations.

The Director will do a demo of downloadable videos Library DV from Recorded books at the next board meeting.

Board Orientation

Marian will start with Doc Carlson and Rachel Reabe for setting a date for all for the yearly board orientation.

9:00 p.m. Motion by Tom Peterson, seconded by Jack Frost, to adjourn. Motion carried.

Minutes by Administrative Assistant, Christy Rose Loven.

Signed by Board Secretary Dee Hillstrom \_\_\_\_\_

Date \_\_\_\_\_