

Kitchigami Regional Library  
Board Meeting 20 November 2008  
Kitchigami Building, Pine River, MN

KRL Board Present: Paul Carlson, Donald Carlson, Carolyn Conklin, Roine Cunningham, Jack Frost, Betty Hanson-Lehman, Mary Harrison, Marilyn Heltzer, Dee Hillstrom, Anne Holub, Leo Johnson, Bob Kangas, Wayne LaDuke, Mary Beth Mohr, Rachel Nystrom, Marci Olson, Tom Peterson, Rita Schuldt, Jack Shaffer

Others non-voting John Longnecker-Pequot Lakes; Jon Henke-Crosslake Recreation Center; Mark Ranum, Mark Reidell – JPA Consultant; KRL Staff: Paul Ericsson, Becky Walpole, Christy Loven, Marion Ridge

President Carlson called the meeting to order at 6:02 p.m. calling for introductions. Motion by Dee Hillstrom, seconded by Roine Cunningham, that with the addition of 5.8 November Bills under New Business, the agenda be approved as presented. Motion carried.

Consent Agenda Motion by Wayne LaDuke, seconded by Rita Schuldt, that all the items below be approved as presented in the consent agenda:

- September 2008 Minutes
  - September, October 2008 Financial Statements
  - October 2008 Bills checks 11047-11159 for a total of \$79,644.23
  - 2009 Budget Presentations Progress Report
  - LSTA Grants Status Report
  - NLLN Report
  - Report on Employee Development Day
- Discussion. Motion carried.

JPA Report And Draft Joint Powers Agreement Mark Ranum, JPA Consultant, went over his progress report to the board explaining that a draft JPA document was prepared for the board to look over and discuss. City/county administrator meetings to develop this draft JPA were discussed. He and the board went over the major changes that were made from the old Master Agreement to this new draft JPA. Lengthy discussion on these major changes and other items in the draft. A strategy and timeline were presented for approval.

Motion by Roine Cunningham, seconded by Carolyn Conklin, that the board approves the JPA draft in principle and that it be given to Ann Goering, the attorney hired to make a legal review of the draft JPA document. Discussion.

Motion carried with Marci Olson voting nay and Mary Beth Mohr voting against.

Attorney Goering will make a report to the board on her findings regarding the JPA at the 15 January regular board meeting.

As of now, the schedule proposed is: in January 2009 a signatory approval process begins in the cities and counties, in March 2009 all signatories approve new JPA, in April 2009 the approved JPA be submitted to the State Library, and in January 2010 the new JPA takes effect.

RLBSS FY2009 Budget Revision Motion by Roine Cunningham, seconded by Marilyn Heltzer, seconded by Marci Olson, that, all other factors being equal, Kitchigami prepay the following databases on behalf of the branch libraries, which would result in an additional \$2,550 per branch library in KRL support in 2008, but decrease their 2009 costs by the same amount:

ValueLine with remote access	\$7,600
Ancestry Online/Heritage Quest	\$9,300
Small Engine Reference Center	\$5,900
Total	\$22,800

And that Kitchigami reinstate the fourth day of delivery, expressed as a further subsidy of \$1,333 per branch library.

Discussion. Motion carried.

2009 Board Orientation Consensus to hold the 2009 Board Orientation session on Thursday February 19 at 6:00 p.m. as February is a non-board meeting month and it has been so difficult to arrange a Saturday workshop for the board. Upon recommendation, the Director will include an update on the JPA process, what KRL Headquarters does for the whole system, funding, duties and responsibilities of board members, definitions.

CD Renewal Motion by Dee Hillstrom, seconded by Jack Shaffer, that Loan Security CD #22419 in the amount of \$31,346.79 be reinvested at staff's discretion in one of these 3 institutions for no longer than 18 months at the best rate possible: Lakes State Bank, Pequot Lakes, First National Bank of Walker, Pine River State Bank. Discussion. Motion carried.

Revised Draft KRL HQ Budget Motion by Wayne LaDuke, seconded by Betty Hanson-Lehman, to approve the service changes to the 2009 Kitchigami Headquarters Draft Budget as recommended because of some budget shortfalls coming from city/county levies. Discussion of these changes. Motion carried.

U.S. Libraries Initiative: 08/09 Online Hardware Grant Motion by Anne Holub, seconded by Marci Olson, that the Board authorize the Director to pursue this opportunity to participate in a final Gates grant to obtain more computers for branches that are eligible for it by doing all required by Kitchigami and the branches who can take advantage of it. Discussion. Motion carried.

Nominating Committee Tom Peterson and Marci Olson both agreed to be on the 2009 Board Officer Nominating Committee. They will come back to the board at its January meeting with a slate of officers for the board's approval.

Director's Annual Review Tom Peterson, Chair of the Personnel Committee, handed out Performance Review Forms to each board member requesting that they be returned to him by 9 January in time for him to collate them for the review at the January 15, 2009 meeting.

Crosslake Letter A letter was received from Jon Henke, Director of Parks, City of Crosslake, requesting that the present Mobile Library stop be moved from its present location in front of the liquor store to in front of the Crosslake Community Center. A discussion was held giving

Crosslake reasons that this was a benefit to Kitchigami patrons and Crosslake citizens:  
(continued) Motion by Rachel Nystrom, seconded by Roine Cunningham, that since this will provide a safer mobile library site, avoid awkward parking arrangements, allow more maintenance of the site for more potential patrons and fulfill the requirements for a Mobile Library stop, that the KRL board approve this change in the Mobile Library stop In Crosslake. More discussion of setting up protocol for future requests for Mobile Library stops and revising the existing Mobile Library stop policy. Motion carried.  
Motion by Tom Peterson, seconded by Anne Holub that this change in stops in Crosslake take effect in January 2009. Motion carried.

Motion by Marilyn Heltzer, seconded by Rachel Nystrom, that the Director develop a draft revised Mobile Library stop requirements policy to include changing a stop from one location to another, at the January 2009 board meeting. Motion carried.

Bills Motion by Betty Hanson Lehman, seconded by Jack Frost, that the board authorize payment of the November bills checks #11160 to #11240 in the amount of \$67,689.78. Roll call vote: Motion carried unanimously.

Director's Director Ridge went over from her report to the board:  
Report - Technical Services Manager and Health Insurance  
-Changes to the Minnesota Open Meeting Law: closed sessions of the board now must be recorded.  
-Changes in Interlibrary Loan  
-Employee representatives for the Personnel Committee – Carrie Musselman of Walker Library and Renee Frethem of Wadena Library will act in this capacity  
-Branch library activities  
-Technology Toolkit – available through an LSTA grant an opportunity to learn new technologies  
-Statistics on increase in branch library use including the Mobile Library for the first three-fourths of 2008  
-The 2009 MLA/MEMO Library Legislative Platform

Motion by Tom Peterson, seconded by Jack Frost, to adjourn 9:25 p.m. Motion carried.

Minutes recorded by Christy Rose Love, Administrative Assistant

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