

Kitchigami Regional Library  
19 November 2009 Board Meeting Minutes  
Kitchigami Headquarters, Pine River, MN

Board present: Paul Carlson, Donald Carlson, Carolyn Conklin, Anne Holub, Leo Johnson, Bob Kangas, Jim Lucachick, Mary Beth Mohr, Tom Peterson, Jim Sabas, Dave Schermerhorn, Rita Schuldt, Jack Shaffer

Board absent: Betty Hanson-Lehman, Marilyn Heltzer, Dee Hillstrom, Wayne LaDuke, Rachel Nystrom, Marci Olson

Others non-voting present: Marian Ridge, Christy Loven

President Paul Carlson called the meeting to order at 6:01 p.m. Introductions were made.

Motion by Jack Shaffer, seconded by Carolyn Conklin, to accept the meeting agenda with changes: 4.4 New Assurances, 5.7 Database renewals and 5.5 Board Service Awards to come before 5.1. Motion carried.

Consent Agenda                      Motion by Tom Peterson, seconded by Bob Kangas, to approve these items on the Consent Agenda:

- 17 September 2010 meeting minutes
- September/October 2009 Financial Statements
- October 2009 Bills
- Joint Powers Agreement Update
- Legacy Amendment Funds report
- Gates Grants report
- Director's report

Motion carried.

Investment Renewals                Motion by Bob Kangas, seconded by Jack Shaffer, that the board rescind its motion re: investment renewals made at the 17 September 2009 regular meeting as that bank failed to provide enough collateral to cover the CDs. Motion carried.

Motion by Bob Kangas, seconded by Jack Shaffer, that the board ratify the Director's decision to go with the 2<sup>nd</sup> highest investment interest of 2.01% at Pine River State Bank for 12 months for these CDs. Discussion. Motion carried.

Graphic Artist Proposal for Snow Time to Read Adult Winter Reading Program            Discussion of artist's proposals shown to the board. Motion Jim Lucachick, seconded by Jim Sabas, to authorize the Director and her committee to choose a graphic artist for the Snow Time to Read program for up to \$2,500. Motion carried.

Closed Session: Contract for Jennefer Hill new Technical Manager  
Motion by Jim Lucachick, seconded by Tom Peterson, that the Board approve the Director's hiring Jennefer Hill as new Technical Services Manager beginning 2 November 2009 at the salary and increments stated. Motion carried.

Meeting reopened at 6:23 p.m.

Board Service Awards  
Director Ridge thanked the board for all of their work this past year and gave a Certificate of Appreciation to each present. Carolyn Conklin read a "thank you note" from Becky Walpole, Manager of the Park Rapids Area Library, who had sent a cake for all to have.

Break 6:30 to 6:40 p.m.

November 2009 Bills  
Motion by Bob Kangas, seconded by Dave Schermerhorn, to approve bills #12067 through #12143 in the amount of \$64,483.54. Discussion. Roll call vote: Motion carried unanimously.

2010 Operating Budget  
Discussion of what may occur with Kitchigami cities/counties as far as 2010 funding including the branch managers request to have more large print titles and make these materials a "shared" collection. The Director requested further board direction in preparing 2010 budgets. It was consensually decided to not include a "cost of living" raise for staff for 2010; to use the 2009 salary schedule for 2010 and to give a step raise to any eligible staff.

2010 Bylaw revision  
Discussion and agreement that the new 2010 KRL board will have to consider the first draft of the KRL Bylaws at its January 2010 meeting. The board will notify the Director if there are any items to be included in the Bylaws draft.

Strategic Plan Implementation: In accordance with KRL's new strategic plan's goal of greater local level decision-making, discussion of which policies to be local or regional. Motion by Mary Beth Mohr, seconded by Rita Schuldt, to table this matter and let the new 2010 board handle it. Motion carried.

Director's Review  
Each board member was given a Director Performance Evaluation form to complete and then forward to Personnel Committee Chair Tom Peterson who will collate them and forward them on to Rachel Nystrom for the director's review at the January 2010 meeting.

Database prepayment for 2010

Motion by Anne Holub, seconded by Carolyn Conklin, that the board approve prepayment of the databases below for 2010:

- Small Engine Repair Reference Center	Ebsco	\$ 6,065
- NoveList Online	Ebsco	6,700
- Ancestry Library Edition	ProQuest	4,915
- Heritage Quest Online	ProQuest	<u>4,530</u>
	Total	\$22,210

Discussion. Motion carried.

President's Report

President Paul Carlson thanked Marian for 7 years of assistance during his tenure on the board and thanked all board members for all their very hard work during that time. A round of applause was given to President Carlson who will not be serving on the board after this year due to work commitments. Vice-president Peterson also thanked each board member.

All were wished Good Holidays.

Motion by Jim Lucachik, seconded by Tom Peterson, to adjourn. Motion carried by consensus.

Minutes recorded by Christy Rose Loven, Administrative Assistant

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

Date \_\_\_\_\_