

Kitchigami Regional Library
21 January 2010 Board Meeting Minutes
Kitchigami Headquarters, Pine River, MN

Board present: Donald Carlson, Carolyn Conklin, Leo Johnson, Bob Kangas, Wayne LaDuke, Jim Lucachick, Mary Beth Mohr, Don Niles, Rachel Nystrom, Tom Peterson, Jim Sabas, Dave Schermerhorn, Jack Shaffer

Board absent: Barbara Meuers

Other non-voting present: Marian Ridge, Christy Loven, Becky Walpole, Jane Erickson, Jenny Hill

The meeting was called to order at 6:02 p.m. by Tom Peterson. Introductions were made.

Director Ridge gave the KRL Oath of Office to all board present.

Motion by Bob Kangas, seconded by Wayne LaDuke, to approve the agenda as presented. Discussion. Motion carried.

Election of 2010 KRL Board Officers Director Ridge explained the duties of each of the 4 board officers. Motion by Bob Kangas called for a unanimous ballot for Rachel Nystrom for President. Other nominations called for three times. Hearing none, the motion was called. Motion carried unanimously. Rachel Nystrom took over as meeting Chair. Discussion of the necessity of having officers that are elected or not.

Motion by Don Carlson, seconded by Dave Schermerhorn, to elect Jim Lucachick as Vice-president. Other nominations called for three times. Motion by Dave Schermerhorn, seconded by Bob Kangas, to unanimously elect Don Carlson as Vice-president. Motion carried.

Motion by Dave Schermerhorn, seconded by Carolyn Conklin, to elect Don Carlson as Treasurer. Other nominations called for three times. Hearing none, motion carried unanimously.

Motion by Rachel Nystrom, who passed the gavel to Jim Lucachick for his, to nominate Carolyn Conklin as Secretary. Motion seconded by Dave Schermerhorn. Other nominations called for three times. Tom Peterson called for an unanimous ballot to elect Carolyn as Secretary. Motion carried.

Ratification of new KRL Joint Powers Agreement Motion by Don Niles, seconded by Jim Sabas, that the President and Secretary sign the new Joint Powers Agreement and thereby establish it, and formally adopt it. Motion carried unanimously.

- Consent Agenda Motion by Jack Shaffer, seconded by Wayne LaDuke, to approve the items on the Consent Agenda. These include:
- November 2009 board meeting minutes
 - November 2009 Financial Statement
 - December 2009 Bills
 - Board meeting schedule for 2010
 - Gates Grant update
 - Wages 2010
 - Legacy Amendment Grant Update
 - Board Meeting Protocols
 - Library Day at the Legislature
 - Letter of agency for NWLinks
- Motion carried.
- KRL Bylaws Discussion of the draft ByLaws and changes to them.
- Discussion of whether or not to keep the terms "president" and vice-president" or to use "chair" and vice-chair". Majority hand vote: to use "Chair and Vice-Chair" for those board officer positions.
- Consensus that the Chair, Vice-chair and Treasurer positions should be filled by elected officials.
- Discussion of getting a clarification of representatives to the Kitchigami board – elected or not for alternates from the KRL JPA Attorney, Ann Goering.
- Motion by Don Niles, seconded by Carolyn Conklin, to refer to legal counsel the question about the ability to appoint a non-elected alternate and the question of whether an entire body can be appointed as an alternate to the KRL board. Motion carried.
This will be an item on the next board meeting agenda.
- Motion by Bob Kangas, seconded by Dave Schermerhorn, that the authority for the conduct of meetings be Robert's Rules of Order and that this be stated in the bylaws. Discussion. Motion carried.
- Motion by Tom Peterson, seconded by Jim Sabas, that KRL policies be approved according to past practice; that new/revised policies must be distributed ahead of a regular meeting with the meeting materials and receive a 1st reading at that meeting. A 2nd reading and approval is provided at the next regular meeting of the board. Motion carried.
- Motion by Don Carlson, seconded by Carolyn Conklin, that a motion to override the above must be presented and receive unanimous approval by all board members present. Discussion. Motion carried.

- Board Orientation Consensus of the board to have the annual board orientation meeting given by the Director on Saturday March 27th from 9:00 a.m. to 12:00 noon. Priorities will be: What authority the state has and what authority the KRL board has, minimum levels of support and maintenance of effort, open meeting law (The Director will bring in an expert on this.), Financial aid funding, Regional Library Basic System Support.
- 2010 Draft Budgets The Director went over all city/county budgets as well as that of the Mobile Library and KRL Headquarters/Central Services. Motion by Dave Schermerhorn, seconded by Carolyn Conklin, that the board approve the 2010 city and county budgets for distribution and the 2010 Headquarters/Central Services budget. Discussion. Motion carried.
- Policy Revision Motion by Tom Peterson, seconded by Bob Kangas, that the list of policies be brought to the DASH group to give their revision priorities and that this be brought to the March board meeting. Discussion. Motion carried.
- Graphics Services Motion by Jim Lucachick, seconded by Dave Schermerhorn, that the board retroactively approve the contract with Nicholas Jackson for graphics services for the Winter Reading Program Snow Time to Read and for logo use guidelines. Discussion. Motion carried.
- Committee Appointments Chair Nystrom went through each board committee requesting volunteers to each. This revised list will be in the next board packet.
- Certificate of Deposit Motion by Tom Peterson, seconded by Jim Sabas, that the Loan Security CD #10091430 in the amount of \$32,000 be reinvested at Lakewood Bank, Nisswa, for 12 months for 2.40%. Discussion. Motion carried.
- Financial Statement Motion by Don Carlson, seconded by Jack Shaffer, to accept the Year end 2009 Financial Statement as presented subject to year-end audit. Discussion. Motion carried.
- Bills Motion by Bob Kangas, seconded by Jim Sabas, that the January 2010 bills checks #12239 to #12310 in the amount of \$93,519.22 be approved for payment. Discussion. Roll call vote: Motion carried unanimously.
- Program Partnership Agreement Motion by Jim Sabas, seconded by Wayne LaDuke, to approve the draft Program partnership agreement. Discussion. Motion carried.
- Service Contract Motion by Tom Peterson, seconded by Don Niles, that the board approve the KRL Service Contract. Discussion of service extensions to Crosslake and Pequot Lakes libraries and the changes necessary to enable this to be accomplished.

John Weber Motion by Tom Peterson, seconded by Jack Shaffer, that a letter be sent to Mr. Weber thanking him for his correspondence to the board and requesting clarification of what it is he wants from the KRL Board. Discussion. Motion carried.

Director's Report Discussion of the state report on the Legacy Grant funds and the statistical increase in branch usage including mobile library stops.

8:15 p.m. Short break prior to Closed Session for the Director's annual review.

8:25 p.m. Meeting closed for Director's annual review

8:50 p.m. Motion by Tom Peterson, seconded by Jack Shaffer that the open meeting resume. Motion carried.

Motion by Jim Lucachik, seconded by Bob Kangas, that the meeting adjourn at 8:55 p.m. Motion carried.

Minutes by Christy Rose Loven, Administrative Assistant.

Board Minutes signed by Board Secretary, Carolyn Conklin _____

Date _____