

GRAND MARAIS LIBRARY BOARD MINUTES

JUNE 1, 2015

Call to Order

President Audrey Stattelmann called the meeting of the Grand Marais Public Library Board to order at 5:31 PM. at the Grand Marais Public Library.

Visitors

There were no visitors present at the meeting.

Members Present

Jay Arrowsmith DeCoux, Sally Berg, Hillary Freeman, Brienne Moody, Helen Muth, Jan Sivertson, Audrey Stattelmann and Library Friends Representative, Kathryn Nelson-Pedersen

Consent Agenda

The Consent Agenda, included the meeting agenda, the minutes from the May 2015 meeting, and the bills submitted to the city council for payment. A motion/second was made by Freeman/Moody to accept the consent agenda and the May minutes. The motion passed.

Director's Report

- The Director's report is on file at the library.
- In addition to the report, Harsin reported on the progress of the Writer's Workshop that will be held in the late fall. He mentioned some of the authors that will participate in the event and requested that the board support the event by allowing the library to spend up to \$2000 to offer events in the evening and to support a full day of programming in the school. A motion/second was made by Freeman and Muth to support the programming. The motion passed.
- Harsin secured an Amazon Prime account to make ordering materials from them more efficient.
- Moody brought up the need for social media marketing from a group of entrepreneurs from the community. Harsin suggested that they attend the "Tech Night" training held monthly at the library.
- Harsin brought up a Crisis Plan source online and was advised to share the information with Jim Wiinenan.

Committee Reports

Financial Committee: The Financial Committee has completed the Library Annual Budget 2016. They will continue to work on financial policy/fund balance/optimal staffing per the Strategic Plan Goals. The next meetings scheduled are June 9, June 16 & June 30.

Policy Committee: The Policy Committee scheduled a meeting for June 15th at 1:00. ALS now has sample policies available to member libraries.

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•**Art Committee:** The Art Committee has planned the “Unveiling” of the Legacy Grant Sculpture for Dedication Friday at 4:30PM. The committee will also meet on June 2nd to finalize the program.

•**Personnel Committee:** No activity.

•**Film Night Committee:** The Film Night committee met and formulated some plans for the fall. They plan to have ten weeks of films for adults on Friday nights at 6:00 PM. They have yet to determine what themes they may want to use in their film selection. They are considering refreshments as well but the full details are still being decided. The next meeting for this committee will be in July.

•**Calendar of Events Committee:** The charge of this committee is to create a calendar of events to celebrate diversity by June 2016 per the Strategic Plan Goals.

Communications

- Duluth Seed Library: MN is the first state with state legislation to protect the Seed Libraries.
- Harsin shared the plans for the water garden that will be located on the east side of the library property.
- Harsin shared the MN Community Foundation report and the news release from the Broadband Commission

Library Friends Liaison Report

Nelson-Pedersen from the Library Friends was present to give a report. The next meeting for the Friends will be on June 9th. They will start their membership drive in June and will be advertising how to become a member in the library. June 12th is the deadline for accepting books for the annual book sale.

Unfinished Business

•Legacy Art Program: The final meeting for planning to “Unveiling” of the sculpture will be on June 2nd at 1:00. The program will include music, refreshments, an explanation of how the project was funded, a ribbon cutting, and information from the artist. The Unveiling of the project will take place on June 5th at 4:30 PM.

New Business

- Library Spending Authorization:** The director currently has authorization from the Library Board to spend up to \$500 without approval. He has the authorization to spend up to \$2500 from the city. Stattelmann asked that the same guidelines be used from the library board and the city. A motion/second was made by Moody/Arrowhead DeCoux to approve the \$2500 spending limit. The motion passed.
- Approve GMPL Annual budget for 2016:** Three budget scenarios were shared with potential increases of \$9792, \$25,723, \$44,129, based on the potential changes in staffing. After much discussion, a motion was made by Berg/Freeman to approve the \$44,129 increase. The motion passed. Berg/Muth made a motion/second to have the financial committee develop a historical summary of past budgets to demonstrate the efforts the library board has made to be prudent stewards of resources while the optimal

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staffing levels for the expanded library spaces and services could be determined. They are also charged with developing the talking points for the board members to use to explain the need for increase to County Commissioners and City Council members.

•Loaning Portable Electronic Devices: The Policy Committee is charged with developing a policy per the Strategic Plan Goals by June 30, 2015. Stattelman asked for feedback from the board for any thing specific they felt needed to be included in the policy. The board was in agreement that the portable electronic devices should be available to the public for checkout and use.

Adjournment

President Audrey Stattelman adjourned the meeting at 7:06.