

GRAND MARAIS LIBRARY BOARD MINUTES

March 28, 2016

Call to Order

President Audrey Stattelman called the meeting of the Grand Marais Library Board to order at 5:32 PM at the Grand Marais Public Library.

Attendance

Members Present: Hillary Freeman, Brienne Moody, Helen Muth, Jan Sivertson, Audrey Stattelman and Director, Steve Harsin and Jay Arrowsmith Decoux

Members Absent: Sally Berg

Visitors

No visitors were present at the meeting.

Consent Agenda

The Consent Agenda, included the meeting agenda, the meeting minutes from February 2016, and the bills submitted to the city council for payment. A motion/second were made Freeman/Sivertson by to accept the consent agenda and the February minutes. The motion passed.

Director's Report

- Program attendance from January 2016 through March 22, 2016 was 500 plus people; more than half of the total number of attendees for programming in the previous year.
- Upcoming programs:
 - April 8th - Minnesota Titanic Connections
 - April 15th - an internationally recognized poet will be doing a project called HOMES
 - April 22nd - Carrie Huber and State Fair History
 - April 26th - The Ten Pigs Traveling Trunk Show
 - April 30th - Josh Lindstrom will do a presentation about his trip to Guatemala
- A new staff person was hired for the part-time clerk position and will begin work April 18th
- Two staff members attended a customer service training at the Duluth Public Library
- Maintenance was completed on the puzzle sculpture out front after high winds
- The director will attend a regional directors meeting this month

Committee Reports

- Financial Committee: Steve, Jay, Hillary, & Audrey - There was nothing to report this month.
- Policy Committee: Steve, Audrey, Sally, & Brienne – Will present a Conflict of Interest policy for a first reading tonight.
- Art Committee: Steve, Jay, Sally, Helen, Ann Ward, & Lynn Speaker – They met and discussed the concrete and other landscaping that will effect the installation of the Poetry Walk. Poetry contest during the month of April.
- Personnel Committee: Audrey, Sally, & Jan - The committee met to discuss the Library I job description, which incorporated the board feedback.
- Film Night Committee: Hillary and Helen - There was nothing to report this month.

GRAND MARAIS LIBRARY BOARD MINUTES

March 28, 2016

Trustee Continuing Education: The board viewed a “Short Takes” video for Library Board Trustees regarding library board member advocacy. The film emphasized that library board members should make their role as a board member known within the community. Board members should seek opportunities to network and build relationships that will benefit the library’s mission.

Library Friends Liason Report: The Library Friends liason was absent.

Unfinished Business:

The chair requested feedback from the board regarding the Strategic Planning meeting that took place the previous week. Freeman expressed an interest in streamlining the agenda and timing. The director and others mentioned it was too hot in the room and the quality of the coffee was poor. There was general consensus among board members was that the food was good. It was recommended that Strategic Planning meetings will be scheduled for longer duration in the future. And that next year we hire a facilitator to help to shape the discussions. In December we should decide on a facilitator. Having staff members at the retreat was meaningful.

The chair concluded the discussion by committing to re-evaluate the Strategic Plan process in December of 2016 to make sure that the board has a planning process that they’re comfortable with and that there is a facilitator lined up to work with the board for the 2017 retreat.

New Business:

- Strategic Planning Goals: The board reviewed the Strategic Planning goals put forth at the annual retreat. There was discussion about making sure that at least one of planned three East end library events be scheduled soon for summer.
- Policy Review: The board reviewed the Conflict of Interest policy.
- Library Entrance Issues: There was discussion about the entrances and concrete surfaces, which need repairs. The entrances in poor repair are hazardous for library staff and to the public. The board discussed two strategies for researching a solution to the problem: 1) forming a facilities committee to gather information about how to fix the entrances and sidewalks or 2) having the Director gather that information. Board members did not feel qualified or interested into pursuing the maintenance solutions as a committee. In the future, it may be useful to form a buildings committee after having recruited a board member who has experience or skills in the field of buildings and maintenance. Freeman moved to send Steve forth to find information and fact finding and to report back to the board Arrowmith-DeCoux seconded it.
- Technology at the Library The board discussed making technology available to a broader group. It was noted that we could add some more Ipads to the library’s fleet. There was discussion about adding two Macs to the library’s fleet.
- Next Meeting: April 25th, 2016 at 5:30 pm.

Adjournment President Audrey Stattelmann adjourned the meeting at 6:58 pm.

GRAND MARAIS LIBRARY BOARD MINUTES
March 28, 2016

Mission Statement: The Grand Marais Public Library contributes to an enlightened, connected community by providing resources and a welcoming environment where people of all ages find information and enjoyment, children discover the wonder of reading, and diversity is celebrated.