

# GRAND MARAIS LIBRARY BOARD MINUTES

## April 25, 2016

### Call to Order

President Audrey Stattelmann called the meeting of the Grand Marais Library Board to order at 5:39 PM at the Grand Marais Public Library.

### Attendance

Members Present: Sally Berg, Jay Arrowsmith Decoux, Brienne Moody, Helen Muth, Jan Sivertson, Audrey Stattelmann and Director, Steve Harsin

Members Absent: Hillary Freeman

### Visitors

No visitors were present at the meeting.

### Consent Agenda

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

### Director's Report

- Art Donation: A Bernie Quick painting of Jane Burley has been offered as a donation to the library by an undisclosed donor. It is a large painting. The Director will accept the painting and find a suitable location for it; perhaps in the quiet room.
- Library Entrance Issues: The Director spoke with Steve Sande about how to fix the entrances. Sande mentioned other issues that need to be addressed including erosion and concrete issues outside the building. A proposal/estimate for installing rain gutters and a snow break on the eastern door is pending. A motion/second were made by Berg/Muth to authorize the Director to hire someone to repair the west and east entrances. The board advised the Director to move forward without delay.
- Chamber of Commerce Membership: Being that the library is a department of the city, it was decided that it wouldn't be appropriate for the library to be an official member of the Chamber of Commerce.
- Upcoming programs:
  - April 26th - The Ten Pigs Traveling Trunk Show
  - April 30th - Josh Lindstrom will do a presentation about his trip to Guatemala
  - May 11th - Barrels of Lake Superior
  - May 12th - Graphic Memoir: A Day in the Life
  - May 20th - Make Up and Characterization for a Stage Performer
  - May 20th - Anton Treuer

### Committee Reports

•Financial Committee: Steve, Jay, Hillary, & Audrey - There was nothing to report this month. The Chair requested that the committee meet before the board's next meeting to prepare a 2017 budget draft.

•Policy Committee: Steve, Audrey, Sally, & Brienne – Will present a Conflict of Interest policy for a final reading tonight.

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•Art Committee: Steve, Jay, Sally, Helen, Ann Ward, & Lynn Speaker – The RFP for the sidewalk is ready to go. The Director agreed to solicit poems from the public by putting an ad in the newspaper.

•Personnel Committee: Audrey, Sally, & Jan - The committee met to review the Library I job description. The description is pending approval from city officials.

•Film Night Committee: Hillary and Helen - There was nothing to report this month.

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

## **Unfinished Business:**

•Policy Review: There was a motion/second by Arrowsmith-Decoux and Muth to approve the Conflict of Interest policy.

## **New Business:**

• Conflict of Interest Policy Signed by Trustees: Present board members signed the Conflict of Interest Policy .

• Trustee Continuing Education: The board reviewed a “Short Takes for Trustees” film regarding the reasons for developing library policies and the guidelines to be followed when doing so. Policies are designed to ensure equal access to the library’s collection and are written to ensure that all people are treated equally. Considerations such as terms of use and intellectual freedom are considered when library policies are made. Best practice is to review one policy per board meeting.

• Chairs Upgrade: The board discussed making a change to the library chairs. Younger visitors have been misusing them. The Director researched the cost of changing the chairs and it was quoted at \$1900. There was a motion and a second by Berg/Muth not to pursue the repair of the chairs at \$1900. There was a motion and a second by Muth/ Arrowsmith DeCoux that the director (on behalf of the library board) make an advisement to the library staff that when they see a child misusing furniture that they ask them to stop or get off.

•Next Meeting: May 23rd, 2016 at 5:30 pm.

**Adjournment** President Audrey Stattelmann adjourned the meeting at 6:37 pm.

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.