

Minutes for Monday, April 23, 2018

Grand Marais Public Library

Call to Order: 5:30 PM at the Grand Marais Library

Present: Freeman, Books, Sivertson, Danfelt, Harsin, Muth, Arrowsmith DeCoux

Introductions of visitors

Duane Hasegawa (Friends of the Library rep)

Consent Agenda

- April 23rd Agenda
- Minutes from March 26th, 2018, meeting – attached
- Bills submitted for payment on: 4/3, 4/4, 4/18 – attached

Seeing no objection, Muth approved administratively.

Director's Report – attached

-Harsin reported that it is necessary to take action on the sPARKit Trailer as introduced in the March meeting or else it will not be possible to mobilize the activity with such short notice.

Harsin provided the reference on the program as requested by the Board.

Motion to pursue the sPARKit activity funded by the Library designated Funds: Freeman, Second: Danfelt Discussion: Sivertson voiced feeling more comfortable with the program with the additional background and the reference. Muth concurred. Passed Unanimously.

Harsin reported that he and Amanda St. John, with the assistance of City Hall and Sawtooth Clinic are working to create a "Lactation Space" in the Library. Harsin has applied for a \$1500 grant to assist, but anticipated expenses will exceed that. Conversation took place about the clinic's suggestions made for a "private" space for lactation potentially being located behind the children's librarian desk where there is already water available. Harsin will bring the quote for work proposed to the Board if it exceeds the \$2500 spending limit governing Harsin.

Also, Harsin reported that he will seek bids to build out a permanent office space for the Assistant Director. He will bring the quote for work proposed to the Board if it exceeds the \$2500 spending limit governing Harsin.

Harsin is working to get banners made to celebrate the Library's 5 star status. These will be potentially hung over Wisconsin Street.

The Library received a check from Arrowhead Library System for \$5354.53 to cover our expenses for interlibrary loan. We received this check subsequent to our annual report having accepted by the state.

Harsin reported that he is waiting on additional quotes for repairs to the West end of the Library building. They may or may not be ready for the next meeting.

Harsin and St. John have nearly completed their staff reviews as per the policy.

Children's Librarian Ternes has done many group reading times, one with Grand Portage students
Library Friends Liaison Report

-Friends are still looking for space. City Hall is in limbo. Another option is the storage area in the Laundromat on 5th Ave. W.

Committee Reports

- Financial Committee: No report. Need to meet. Meeting will be scheduled following the City Audit.
- Policy Committee: No report. Need to meet.
- Personnel Committee: No report.

Unfinished Business:

- None additional.

New Business:

- Arrowsmith DeCoux reported that due to there being three new board members the suggestion was made to bring in some administrative training for the new (and existing) Board members. Will check availability of Cadwell and Roth for May 21st.
- Harsin presented the updated Strategic Plan. Due to the cancelation of a few speakers, some activities were canceled and those tasks were marked as not completed in the Strategic Plan. Harsin is working to arrange additional diversity speakers to fulfill Strategic Plan goals. Many items have been completed and many are in progress. Overall progress is excellent.
- Danfelt and Freeman took the oath of service for the Library Board.
- Board was instructed to bring policy binders to next meeting.

Meeting adjournment @ 6:25

Attachments:

Minutes of March 26th, 2018

Bills of: 4/3, 4/4, 4/18

Director's report

Strategic Plan Update

Next Library Board meeting is: May 21st, 2018 – NOTE ONE WEEK EARLY DUE TO MEMORIAL DAY

Mission Statement: The Grand Marais Public Library increases knowledge, inspires creativity, removes barriers, and builds community across Cook County.

EXPLORE. LEARN. CREATE. CONNECT.