

Minutes for Monday, July 23, 2018

Grand Marais Public Library

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

Present: Sivertson, Danfeldt, Muth, Johnson, Books, Arrowsmith DeCoux, Harsin

Absent: Freeman

Introductions of visitors: Duane Hasegawa- Library Friends

Consent Agenda

- July 23 Agenda
- Minutes from June 25, 2018, meeting – attached
- Bills submitted for payment on: 7/2, 7/5, 7/18– attached

Motion: Sivertson, Second: Johnson *Passes Unanimously

Director's Report –

-No final report yet from sPARKit!

-Harsin reported that the “Amish Midwife” presentation attracted a very large group and vigorous conversation.

-Table Tennis has been used consistently

-iPads have gotten to a place where they cannot be updated. Harsin and St. John will assess replacement options and need.

-Duluth Superior Community Fund distribution check was deposited in the library account.

-Jim Miller attempted to install new lighting test – didn't work. Looking at other options.

-The Library is planning to be a participant in the Art Colony illustrators event the first weekend in November.

-Staff are planning a “Friending event” for Nov 10, and have invited the Library Friends to participate.

-Foot traffic and borrowing seem to be trending down. Unsure why. Increased use of ebooks might be one cause. Increased use of Mail A Book might be another. Increased use /access of broadband internet? In any case, it's happening. Staff involvement with users has changed to more reference and technical assistance questions.

-Boreal Corps seems to be doing well.

-Harsin is still attempting to get bids for the foundation repair, lactation station, and assistant director office.

Library Friends Liaison Report

-Organizing for the annual book sale. Looking for volunteers for cashiers for the duration of the sale. August 3rd and 4th.

-LF has received some suggestions for possible storage/processing locations for books for future book sales.

-Public is getting the message that the library isn't accepting books for future sales, but will be able to start accepting books again if storage and processing space is found.

Committee Reports

- Financial Committee: Report of activity. *Helen*

-Financial Committee prepared a draft budget for consideration in “New Business.”

-Financial Committee discussed what information the Board needs to be properly educated as to the financial health of the library. The resulting information was included in the Board packet and will be for the future.

- Policy Committee: No report.
- Personnel Committee: No report.

Unfinished Business:

- Poetry walk – the forms have been returned. One form was used prior to return. The conditions of its use was unclear and will be investigated for significance.
- Emergency Action plan first presented at 6/25 meeting approved: **Motion:** Johnson, Second: Books *Passes Unanimously
- Review Strategic Plan
 - Harsin reported that good progress is being made on Plan goals. He is still searching for potential diversity speakers/activities.
 - sPARKit! Trailer has yielded some opportunities for the Library to achieve its Strategic Goals.
 - Staff is to create 2019 action plan as per the Strategic Plan for approval by the Board at November or December meeting.

New Business:

- 2019 budget
 - Minor adjustments to the Library budget resulting in a 4.83% increase in budget. Much of this is due to estimated increases in personnel expenses and administrative suggestions.
 - Harsin reported that the budget is written to keep all operational expenses paid for by the operating budget and not the library designated fund (as much as possible.)
 - Motion:** Arrowsmith DeCoux, Second: Johnson *Passes Unanimously

Meeting adjournment

Next Library Board meeting is: August 27, 2018

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

EXPLORE. LEARN. CREATE. CONNECT.