

## **Minutes for Monday, August 27, 2018**

### **Grand Marais Public Library**

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

Present: Helen Muth, John Books, Hillary Freeman, Judi Johnson, Jay Arrowsmith DeCoux, Jan Sivertson

### **Introductions of visitors**

-Friends of the Library: Dennis Kaleta

### **Consent Agenda**

- August 27 Agenda
- Minutes from July 23, 2018, meeting – attached
- Bills submitted for payment on: 8/2, 8/7, 8/20 – attached

**Motion:** Judi Johnson, Second: Gwen Danfelt. **Passed Unanimously**

### **Director's Report**

Summer winding down. Picnic a success on a beautiful day. Thank you to all who assisted with the day.

Budget passed City Council. A copy has been forwarded to the County.

Heebie Jeebies, Kelly Aul, very well received.

Customer service training was attended by all but one front line staff (who was sick.)

Conducted a listening session at Birch Grove. Their concerns: They want the bookmobile back (I've heard this several times over the summer.) They'd like to know more about how Mail A Book works. They'd like instruction on how to use their computers to access the catalog. They'd like to have someone show them how to install the apps to manage their library account and download electronic format materials (Bookmyne and Libby.) It was suggested we could put books at the bookstation. They like the idea of a bookdrop at Birch Grove, however, the mechanics are problematic.

Attending COMPASS meeting at ALS Headquarters Wednesday morning. Enterprise training in the PM.

Upcoming events:

September 5, 6PM – Genealogy and DNA

September 12, 6PM – Grand Merritt – Iron & Water

September 15, 10:30 AM – Arthur Zar's Amazing Zebras

September 15, 12-2 – Library Friends Awards Banquet

September 20, 6-7:30 – Writers' Guild

September 26 6-7:30 – Lighthouse for the Blind (tentative)

September 29, 2:30-6 – Writing workshop

Director will send link to archived fines and fees webinar to board members.

### **Library Friends Liaison Report**

-Donated \$11,000 from the book sale. Will have to pay to dispose of books left over. This is an unforeseen expense. Friends are wondering what future will be and are talking to stakeholders about what they want to see happen and how.

### **Committee Reports**

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

### **Unfinished Business**

- Review Strategic Plan- Sections of Strategic Plan that have not been closed out are largely ongoing projects or items that demand modifications to library property, which require planning.

### **New Business**

- Building repair and modification- Harsin worked with Jim Miller to retrofit fluorescent lights with LED, but was not successful. Is still researching possibilities. Harsin is working with contractor to get design/estimates for a.)lactation space, b.)Assistant Director office, c.)Foundation work on west end of building. Getting a contractor to commit is difficult. Harsin is looking for other contractor options.
  - \*Suggestion was made to have the City go out for RFPs for the Library projects. There was dissent on the grounds that the Library Board would like to maintain decision making power. Conversation was needed with City administration about procedures with larger projects that will cost more money. What are the details with using Hazel Matthews Fund? Library Board or City Council authorization?
- Nominating Committee- A small group of Board members that would put together a slate of candidates for executive positions on the Library Board as well as finding new members to replace those whose Board terms are complete. There are many models of such, including Board members and/or past Board members/senior board members.

**\*\*Motion:** For the Library Board to form a three person (current or previous Board Members) nominating committee to be selected by the Board by October with recommendations for executive positions and recruitment for Board openings by December 2018. **\*Motion:** Hillary Freeman, Second: Helen Muth **\*Passes Unanimously.**

- Suggestions for Members of the Nominating Committee from the Board:
  1. Hillary Freeman-Self-nominated
  2. Helen Muth-Self-nominated
  3. Audrey Stattleman-Nominated from the Board and will need to be verified
  - \*Other potential members will be identified by the Board and a vote will be taken at the September meeting.

### **Meeting adjournment 6:25pm**

#### **Attachments:**

Minutes of July 23, 2018  
 Bills of: 8/2, 8/7, 8/20  
 Director's report  
 Strategic Plan Update  
 2018 Minnesota Community Foundation Q2  
 2018 Duluth Superior Area Community Foundation Q2

**Next Library Board meeting is: September 24, 2018**

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

EXPLORE. LEARN. CREATE. CONNECT.