

## **Minutes for Monday, December 15, 2018**

### **Grand Marais Public Library**

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

**Present:** Judi Johnson, Jay Arrowsmith DeCoux, Steve Harsin, Helen Muth, Jon Books, Jan Sivertson, Hillary Freeman

**Absent:** Gwen Danfelt

### **Introductions of visitors**

No Visitors Present

### **Consent Agenda**

- December 15 Agenda
- Minutes from November 26, 2018, meeting – attached
- Bills submitted for payment on: 10/25, 11/1, 11/30, 12/10 – attached

**Motion:** Siverston, **Second:** Johnson **Passes Unanimously**

**Director's Report** – attached

### **Library Friends Liaison Report**

Arrowsmith DeCoux reported his efforts to find additional people and storage space.

### **Committee Reports**

- Financial Committee: Report: Budget approved by County Commissioners.
- Policy Committee: Board members need to review policies.
- Personnel Committee: Report: Director's review completed.

### **Unfinished Business**

- None

### **New Business**

- None

### **Meeting adjournment 5:50pm**

### **Attachments:**

Minutes of November 26, 2018

Bills of: 10/25, 11/1, 11/30, 12/10

## **Director report, December 2018**

Interior Design visit went well. Architect was very attentive, asked good questions. County is seeking to obtain electronic files of floor plans for her to use. \$2000 estimate.

Carbon Monoxide detector went off 12/11/18. Harsin evacuated the Library until assessment was completed. Boiler has been repaired and no more symptoms exist.

Librarians are working on having a “Read Dog” available to help young readers become more confident.

Erika visited Oshki Ogamaag near the end of November. She reports her efforts are being rewarded.

Grandpa Lyle Gerard passed away recently. Harsin will send the Board’s condolences.

I attended the COMPASS meeting at ALS Wednesday, Dec. 5. Several major issues were settled – temporary library cards, standardization of holidays (to be used inside the Horizon system so it can accurately calculate due dates, fines, and such); recommendations for strong passwords (20 characters – strong password formats); discussion whether to continue the Chilton’s online (strong sentiment to keep it and distribute marketing pieces via parts stores); discussion of new app called Kanopy (charge per use – expensive – difficult to budget – not a fit for our libraries at this time, though there seems to be patron demand for downloadable video products from their library – how to fund?); raised print shop rates for everyone (still a bargain); there will be a new chair for the group in 2019.

I’m organizing materials into a shared Google drive for the library to have easy access to library documents, including the Trustee Handbook. Goal: Include everything. Second Goal: Make it easy to access and intuitive to navigate.

**Next Library Board meeting is: January 28, 2019**

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

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