

Library Board Meeting Minutes
December 8, 2014

MEMBERS PRESENT

David Braun, Evonne Horn, Tim Jones, Holly Muller, Debbie Spitzer, Susan Vermilya, City Administrator Nick Koverman and Librarian Sharon Grossardt

MEMBERS ABSENT

Rebecca Littlefield, Jo-Ann Wegman

Vice-President Debbie Spitzer called the meeting to order at 6:30 pm.

BOARD MINUTES

The Board approved the minutes of the November 3, 2014 meeting on a motion by Evonne Horn, seconded by Tim Jones. Motion declared carried.

REPORTS FROM SELCO / SELCO LIBRARY FOUNDATION / FRIENDS OF THE LIBRARY

Librarian Grossardt will attend a joint SELCO Advisory Board/SELS Advisory Board meeting on December 17th. As part of the SELCO/SELS strategic plan, we will be discussing cooperation and communication among various types of libraries and setting priorities for 2015.

Debbie Spitzer reported on the November online meeting of the SELCO Library Foundation Board. One-year reinvestment of some funds from St. Charles, Stewartville and Wabasha Public Libraries was approved.

Sharon Grossardt reported the final totals from the Friends of the Library's book and bake sale. \$821.40 was made (\$501.80 from book sale, \$319.60 from bake sale), which is slightly more than last year's total.

FINANCIAL & CIRCULATION REPORTS

The Financial and Circulation reports for November were approved on a motion by Holly Muller, seconded by Sue Vermilya. Motion declared carried.

FUNDRAISER 2015

The Fundraiser is scheduled for April 11, 2015, and Board consensus was that Kenny Salwey should be the only speaker. Other possible presenters for future events were discussed, including Tim Penny and the Black Dirt improvisation group.

Debbie Spitzer assured the Board that they would continue to provide the chocolate fountain, even though she will no longer be on the Library Board.

BOARD MEMBER TERMS

Since the Library receives funding from both Winona and Olmsted Counties as well as the City of St. Charles, Board members were asked to think of prospective members from the rural areas of those counties and encourage them to apply. All applications will be considered together.

DECEMBER CLOSED DATES

Administrator Koverman said that City Hall will be closed Friday, December 26th, in lieu of closing at noon on Christmas Eve. He would like City departments to follow the same schedule when possible. Librarian Grossardt pointed out that the Library is open Saturday the 27th. A motion was made by Debbie Spitzer, seconded by Evonne Horn, that the Library close at 4:00 p.m. on Wednesday, December 24th, and be closed both Friday, December 26th and Saturday, December 27th. Motion declared carried.

Sharon Grossardt said that Library staff and volunteers, along with SELCO staff members, will be inventorying the Library's collection in preparation for our holdings to be displayed in WorldCat, a worldwide online library catalog. It is recommended that we not be open during the inventory. Librarian Grossardt requested permission to delay opening until 3 or 4 p.m. to facilitate this process. A motion was made by Sue Vermilya, seconded by Tim Jones, that the Library open at 3:00 p.m. on Tuesday, December 16th. Motion declared carried.

OTHER

Sharon Grossardt announced that Hot Reads for Cold Nights, the winter reading program, begins on December 22nd.

Librarian Grossardt said that Ann Brownell will celebrate her 85th birthday on Wednesday, December 10th. She is a former Board president as well as the founder and long-time treasurer of the Friends of the Library. A card will be available at the circulation desk for Board members to sign.

Tim Jones requested that we look at an automatic sprinkler system on a timer to help maintain our new landscaping. Nick Koverman said he would check with Kyle Karger for information.

Administrator Koverman reported that he has contacted several places about a table and chairs for the meeting room. He requested some price guidelines. Board consensus was that \$300/chair is sufficient. Meeting room chairs would not have to be as heavy-duty as the three needed for staff. The table needs to seat at least 8 people and should have rounded corners.

Nick Koverman reminded members of the board appreciation dinner on December 19th.

The next Board meeting is scheduled for January 12th.

ADJOURNMENT

The meeting adjourned at 7:13 p.m. on a motion by Evonne Horn, seconded by Dave Braun. Motion declared carried.