

Library Board Meeting Minutes  
August 13, 2012

MEMBERS PRESENT

David Braun, Elizabeth Ellson, Rebecca Littlefield, Jill Mueller, Phyllis Ruzek, Debbie Spitzer, City Administrator Nick Koverman and Librarian Sharon Grossardt

MEMBERS ABSENT

Evonne Horn, Patricia Mohs

President Debbie Spitzer called the meeting to order at 6:35 pm.

BOARD MINUTES

The Board approved the minutes of the July 9, 2012 meeting on a motion by Jill Mueller, seconded by Phyllis Ruzek. Motion declared carried.

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

Sharon Grossardt had nothing to report from SELCO but will attend an Advisory Committee meeting tomorrow. New staff will be introduced and topics discussed at last month's legislative forum in St. Cloud will be presented.

Jill Mueller and Debbie Spitzer had nothing to report from the SELCO Library Foundation or other SELCO committees.

Liz Ellson said that Friends have not met recently.

FINANCIAL & CIRCULATION REPORTS

The Board queried how July's circulation compared to last July's. Sharon Grossardt said it was slightly lower, but that the summer months have the highest circulation overall. The Petty Cash and Circulation reports for July were approved on a motion by Jill Mueller, seconded by Becky Littlefield. Motion declared carried.

2013 BUDGET NEEDS

Librarian Grossardt will be meeting with Administrator Koverman and city accountant Kristine Huinker on Thursday morning for a preliminary budget discussion.

We currently are on the last year of a 3-year lease program for 3 of the library's computers, and at the end of the year they will be reclaimed. The library's 6 other public access and staff computers are all at least 5 years old. Librarian Grossardt would like to replace all 9 computers through SELCO's PC leasing program. Advantages are that all the equipment would be alike and under warranty, and SELCO is responsible for disposal. Firm figures will not be available for a couple months, but Sharon Grossardt estimates that the cost would be about \$2300/year for each of the 3 years of the lease. There was Board discussion about this being a cost-effective solution.

The current lease is being paid with Foundation funds, but consensus was that this really should be an operating expense.

Nick Koverman said final budget approval will be in December, but knowing the City's LGA figure makes planning a bit easier.

#### 2013 LIBRARY FUNDRAISER AND CENTENNIAL TIMELINE

The Board briefly looked at the centennial year timeline. Members were asked to think about which activity they would like to work with, and sign up at our next meeting.

#### WALKER SYSTEM PURCHASE

Sharon Grossardt reported that the Walker order came to just under \$700, about \$780 with shipping. It should arrive in the next couple weeks.

Since we are unable to have an Art Attack exhibit, suggestions were solicited for a first exhibit. Librarian Grossardt will contact Rick Schaber and see if we could display artwork for Gladiolus Days/Flowerfest buttons from past years.

#### PROGRAMMING UPDATE

The library's summer reading program, Dream Big! Read!, ends this week. Weather permitting, there will be games and a picnic in lieu of story time on Wednesday.

Becky Littlefield reported that her friend, Minnesota fantasy author Douglas Hulick, would be available for an author night after September. This might be a good fit with both the beginning of Hot Reads in January and the start of our centennial year. Becky will check with him about possible dates and details.

#### OTHER

Librarian Grossardt said that the new printer arrived today and is working well.

The next Board meeting is scheduled for September 10th.

#### ADJOURNMENT

The meeting adjourned at 7:05 p.m. on a motion by Jill Mueller, seconded by Becky Littlefield. Motion declared carried.