

Library Board Meeting Minutes
January 7, 2013

MEMBERS PRESENT

David Braun, Evonne Horn, Rebecca Littlefield, Phyllis Ruzek, Debbie Spitzer, City Administrator Nick Koverman and Librarian Sharon Grossardt

MEMBERS ABSENT

Patricia Mohs

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

BOARD MINUTES

The Board approved the minutes of the December 10, 2012 meeting on a motion by Phyllis Ruzek, seconded by Evonne Horn. Motion declared carried.

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

Sharon Grossardt will attend a SELCO Technology Users Group meeting tomorrow. Items on the agenda include updates on the new discovery layer for the public access catalog, ebooks, and cataloging guidelines.

SELCO Library Foundation and Friends of the Library have not met since the last Board meeting.

FINANCIAL & CIRCULATION REPORTS

The Petty Cash and Circulation reports for December were approved on a motion by Becky Littlefield, seconded by Dave Braun. Motion declared carried.

ELECTION OF OFFICERS

Becky Littlefield was nominated for President on a motion by Evonne Horn, seconded by Debbie Spitzer.

Pat Mohs was nominated for Vice-President on a motion by Debbie Spitzer, seconded by Evonne Horn.

Evonne Horn was nominated for Secretary on a motion by Debbie Spitzer, seconded by Becky Littlefield.

The slate of officers was elected on a unanimous ballot.

2013 LIBRARY FUNDRAISER

Librarian Grossardt contacted Jane Ryan about doing the tickets and posters for the event but has not yet had a response. Presumably the expense will be greater since The Murder Mystery

Company provided full-color artwork. Administrator Koverman said they can be produced at City Hall if necessary.

We need to start publicity for the event this month. We will communicate further via email.

2013 CENTENNIAL TIMELINE

Administrator Koverman shared the artwork for the commemorative coin. In addition to the donation from the Lions Club and the \$500 from the City, Merchants and Eastwood banks have each contributed \$250 to underwrite the cost.

The Board reviewed the centennial year timeline, and tasks for the upcoming months were discussed. Librarian Grossardt will send out more detailed information.

PROGRAMMING UPDATE

“Hot Reads for Cold Nights,” the winter reading program for adults and teens, began December 22nd and will run through mid-March.

Sharon Grossardt said that we will host Kim Heikkila, author of *Sisterhood of War: Minnesota Women in Vietnam*, on Tuesday, Feb. 26th, at 7 p.m. This is a Legacy-funded program.

BOARD MEMBER RECOMMENDATION

A motion was made by Debbie Spitzer, seconded by Dave Braun, that Tim Jones be recommended to City Council for appointment to the Library Board for a three-year term ending Dec. 31, 2015. Motion declared carried.

BOARD VACANCIES

Sharon Grossardt said that there are still two vacant positions on the Library Board. Names were suggested, and Board members will encourage people who might be interested to apply.

LIBRARY GOALS FOR 2013

Becky Littlefield made the motion, seconded by Debbie Spitzer, that the following goals be adopted:

Short-Range Goals:

- Fill the openings on the Library Board
- Provide ongoing publicity through regular newspaper articles
- Get a more interactive Web presence, with at least an updateable Library web page
- Complete the mural in the children’s area
- Acquire additional furnishings and equipment
- Continue to develop collections in new formats, e.g. DVDs
- Develop additional fundraising ideas, especially for Gladiolus Days
- Partner with local organizations to promote the Library
- Promote volunteerism
- Make use of Legacy funding opportunities
- Continue the annual Board-sponsored fundraiser
- Continue to support the OverDrive service

- Schedule regular art gallery themes to make use of our display equipment

Mid-Range Goals

- Beef up the Library's offerings, e.g. author nights
- Partner with Community Education and other groups through use of the meeting room
- Replace aging equipment
- Increase materials budget

Longer-Range Goals:

- Design, order, and place a formal donor recognition plaque
- Landscaping
- Provide subscription reference database(s), e.g. a genealogical research database
- Keep up with new technology, and make it available to the public
- Building improvements (HVAC, etc.)

Motion declared carried.

OTHER

Sharon Grossardt said Board members can still bring in their artwork for the "Art of the Board" art display for December and January.

Nick Koverman reminded members of the board appreciation dinner this Friday.

The next Board meeting is scheduled for February 11th.

ADJOURNMENT

The meeting adjourned at 6:55 p.m. on a motion by Dave Braun, seconded by Becky Littlefield.
Motion declared carried.