

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, March 9th, 2021, at 6:00pm in the Library

Present: Lisa Carlsen, Melissa Ferris, Tarik Kamel, Laurie Schultz, and Director Pat Shaffer-Gottschalk

Absent: Jon Wright

Visitors: none

Petitions to the Chair: none

Amendments to Agenda: Schultz motioned to approve the agenda; 2nd by Kamel. Motion carried.

Minutes of the Jan KPL Board Meeting: Motion to approve by Kamel, 2nd by Carlsen. Motion carried.

Financial Reports/Payables: Motion to approve by Schultz, 2nd by Carlsen. Motion carried.

Monthly Reports/Receivables: Motion to approve by Schultz, 2nd by Ferris. Motion carried.

Director's Report:

Library Activities:

- Distributed 42 "Take & Make" craft kits in February.
- Virtual "Blind Date with a Book" had a remarkable 74 participants.
- Pat completed the State Annual Report and participated in 2 Zoom Library Legislative meetings with Rep. Quam and Sen. Senjem regarding continuing support for MN libraries.
- Staff continues providing virtual and in-person programs:
 - New online storytime every Friday via YouTube.
 - Continue offering free "Take & Make" craft kits.
 - Book deliveries on 1st & 3rd Wednesdays to daycares, homebound, special needs and nursing home patrons.
 - Exam proctoring.

Looking Ahead:

- National Library Week will be celebrated April 4th-10th.
- Summer Reading Program planning occurs each Tuesday during staff meetings.
- 3 Book Clubs will begin meeting in-person at KPL in April. One club will continue using Zoom and the other is choosing to wait.
- KMTel proposed upgrading KPL's phone system to VOIP. Board decided this would not be necessary. Discussion led to the possibility of purchasing a headset for the librarians.

Guidance on Groups Using the Library: The Board discussed COVID guidelines for KPL because MN guidelines are extremely vague regarding libraries. As summer approaches, the KPL Board prefers to offer potentially large programs, such as storytimes, outside using canopies. Groups over 10 would not be allowed in KPL in order to provide our vulnerable patrons a feeling of security.

Policies Project: See Old and New Business.

Building Report

- Air exchangers have been turned on.
- Rochester Plumbing & Heating replaced the staff toilet with a Toto toilet and recommended that some or all patron toilets be replaced as well.
- Waiting for the City Council decision regarding library repairs and selected contractor.

Committee Reports:

City Council: Ferris assured the Board that the City of Kasson is committed to fixing the building.

Friends of the Library: none

SELCO Board of Director's Meeting: none

Old Business: 2nd reading for 3D Printer Use was motioned for approval by Ferris; 2nd by Schultz. Motion carried. Continued discussion on the Mission Statement.

New Business: Proposed Library Board By-Law changes were read. Pat distributed copies of the KPL State Annual Report. Ferris motioned to approve the report; 2nd by Kamel. Motion passed and Kamel signed the report.

Closed Session: Session closed from 7:13-7:28pm to discuss a staff concern.

General Discussion: none

Adjourn: 7:30pm

Respectfully submitted by: Laurie Schultz, secretary