

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, May 11, 2021, at 6:00 p.m. in the Library

Present: Lisa Carlsen, Melissa Ferris, Tarik Kamel, Jon Wright and Director Pat Shaffer-Gottschalk

Absent: Laurie Schultz

Visitors: Beverly Jorgenson

Petitions to the Chair: none

Amendments to the Agenda: New Business 11.1 Future Request Motion by Wright, second by Ferris. Motion carried.

Minutes of the April KPL Board Meeting: Motion to approve by Kamel with the correction of Bigelow to Fjerstad. Second by Wright. Motion carried.

Financial Reports/Payables: Motion to approve by Wright, second by Ferris. Motion Approved.

Monthly Reports/Receivables: Motion to approve by Wright, second by Kamel. Motion carried.

Director's Report:

Library Activities

60 "Take & Make" kits were distributed in April.

All five book clubs are now meeting-four in person, one via Zoom.

Kelly is working on a long term behind the scenes project in large print section

Barb Thompson has her first annual evaluation May 4th.

Library staff continue:

- Posting story time on YouTube channel
- Book deliveries 1st and 3rd Wednesdays (day cares, care centers, etc.)
- Exam proctoring

Looking Ahead

All Summer Reading Program events will be outdoors.

- Storytime two times a week at Veterans Park
- Weekly reading logs and prizes
- Fun Fridays on library lawn
- Craft kits to go
- Publicity and social media in the works

Friends will have a Book Giveaway May 15.

Understanding COVID Guidance for Library

- Book quarantine is now three days rather than seven
- Masks required until July 1st, may be dropped earlier
- After May 28 full capacity will be allowed
- Visiting groups with children will be ten at one time (nine children, one adult)

Policies Project

- Mission statement-look at input from staff and board

Building Report

Nancy Zaworski responded to our request for how much to provide for the building repair project.

\$90,000-already in city funds

\$24,000-already in budget for building repairs

Total \$114,000-library's contribution per Nancy

ICS assessed wall structure and repair process May 7.

Committee Reports:

City Council: no report

Friends of Library: no report

SELCO Board of Director's Meeting: Beverly Jorgenson

Beverly shared a Strategic Plan Chart for 2019-2022. This was extended by one year (usually three years) due to overly ambitious goals. Items accomplished are listed on SELCO website. Bev also expressed a thank you to the staff during the pandemic. She shared that Pat was selected as the Friend of the Year.

Old Business

Continued discussion of the Library's Mission Statement.

Kasson Public Library encourages lifelong learning and exploration by developing meaningful relationships through programs, services, and community partnerships. We offer a welcome space to all for reading, learning, and meeting.

Motion made by Wright to approve, second by Kamel. Motion carried to approve new KPL mission statement.

New Business

Pat informed the Board of a significant bequest to be received in the future. Details to come.

Meeting was closed for first annual job evaluation of staff member Barbara Thompson. Barbara is now at Step 2, Grade 2. Meeting was reopened.

General Discussion

No discussion

Adjourn: 7:20 p.m.

Respectfully submitted by: Lisa Carlsen, acting secretary