

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, August 10th, 2021, at 6:00pm in the Library

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

Absent: Jon Wright

Visitors: Beverly Jorgenson

Petitions to the Chair: none

Amendments to Agenda: Pat requested to add "11.2 Covid Concerns" under New Business. Laurie motioned to approve; 2nd by Mel. Motion carried.

Minutes of the July KPL Board Meeting: Motion to approve by Mel, 2nd by Lisa. Motion carried.

Financial Reports/Payables: Motion to approve by Laurie, 2nd by Tarik. Motion carried.

Monthly Reports/Receivables: Motion to approve by Tarik, 2nd by Mel. Motion carried.

Director's Report:

Library Activities:

- The Community Room is open to the public and groups are returning.
- Daycare and special-needs groups are returning to the library.
- The KPL "Book Bunch" Relay for Life team raised \$1200 for cancer research.
- Friends Book Sale is scheduled for August 17-20th.
- The fire alarm system was tested on July 21st.
- Staff continued providing monthly services:
 - Book deliveries on 1st & 3rd Wednesdays
 - Exam proctoring
 - Curbside checkout
 - Printing 2 Go service

SRP (Summer Reading Program):

- 600 reading logs, 540 attended Fun Fridays and Storytimes, and over 700 craft kits distributed

Planning for Fall Programming:

- Storytimes on Mondays and Thursdays.
- Stitch needlecrafters group is resuming.
- Oxbow animal program for preschoolers on Sept 14th.
- Doug Ohman, author/photographer (sponsored by Friends) on Sept 9th.
- Mike Eckers, author (sponsored by Friends) on Oct 27th.
- Fall Scavenger Hunt, headed by Kelly.
- Trivia Night on November 5th.
- 3D printer workshop hopefully this fall.
- After Labor Day hours will be extended to 6pm on Mon and Tues, with Saturday hours from 9-noon.

Committee Reports:

City Council: ICS gave a presentation on the Fire Hall. They are meeting with a different architecture firm, but the bidding and work for the library remains on target.

Friends of the Library: none

SELCO Board of Director's Meeting: The annual meeting was held online on July 27th. Performance review was held for Krista Ross. SELCO essential frontline workers were recognized. New SELCO officers were elected. Bev has served on the Nominating Committee, Executive Committee, and the Legacy Review Committee. For additional information, see selco.info.

Old Business: Continued discussing the 2022 budget. The proposed KPL budget has an increase of 12% due to technology upgrades, repairs, and a new parking lot. The budget may need to be trimmed by \$10-15,000. SELCO addressed the concerns raised by KPL regarding the new delivery schedule and updated its Delivery Policy Guide. The building key was provided to SELCO on July 30th.

New Business: The KPL computers, some as old as 2010, require upgrades. Pat is in negotiations with SELCO to assist with developing a comprehensive strategy for replacing or leasing new equipment. The cost for leasing equipment on a 3-year rotation is anticipated to be equivalent to purchasing. The library staff is anticipating some level of covid protocol this fall/winter. Dodge County is returning to requiring masks.

General Discussion: none

Adjourn: 7:05pm

Respectfully submitted by: Laurie Schultz, secretary