

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, August 16th, 2022, at 6:00pm in the Library

Present: Mel Ferris, Heather Gransee, Fran Johnson, Laurie Schultz, Jon Wright and Director Pat Shaffer-Gottschalk

Absent: none

Visitors: none

Petitions to the Chair: none

Amendments to Agenda: Laurie motioned to approve the agenda; 2nd by Mel. Motion carried.

Minutes of the Jul KPL Board Meeting: Motion to approve by Fran, 2nd by Heather. Motion carried.

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

Monthly Reports/Receivables: Motion to approve by Laurie, 2nd by Heather. Motion carried.

Director's Report:

Library Activities:

- SELCO installed 9 new computers, replacing 2013 models.
- The Book Bunch, KPL's Relay for Life team, walked on Aug 5th to raise funds for cancer research.
- Pat met with Tim, City Administrator, and Nancy, City Treasurer, regarding the 2023 budget.
- Planning for fall programs (both children and adult) has begun.
- Friends of KPL are sponsoring Doug Ohman on Nov 16th at 11am.

Summer Reading Program (SRP) Summary:

- Received 6 grants providing funding for various programs, including the CLIMB Children's Theatre. Total cost of the SRP was \$1704, funded entirely through donations from Friends of KPL.
- Hosted 10 special events or Fun Fridays with 1017 attendees.
- Led 37 storytimes with 978 attendees.
- Held contests 2x/week with 864 participants.
- Hosted 6 field trips with 200 children.
- Accepted 312 reading logs from all ages.
- Provided 700 craft kits to go.
- Heather recommended posting the statistics on Facebook or on posters in the library to raise awareness of the library's positive impact.

Building Report:

- Siding installation is nearly complete.
- Walk-through with a punch list to be held on Jul 29th, Aug 4th, and Aug 8th.
- Staff workroom lights were replaced by Leth Electric for \$300.
- The security camera is functioning again.
- The parking lot expansion has begun and is closely tied to the Lion's Park to reduce cost. No closures of the current lot are expected.
- The City has agreed to water-jet the KPL sewer system every 2 months provided the library purchase the \$1500 part necessary to make it compatible with the city truck. The Board agreed this would save the library money after 2-3 uses and recommended purchasing the part.
- There is still the issue of a cracked window which did not exist prior to the repairs and the Board is not pleased with the siding being different than what was presented.

Committee Reports:

City Council: none

Friends of the Library: none

SELCO Board of Directors Meeting: none

Old Business: Refer to the Building Report for additional information regarding the parking lot expansion.

Minor discussion about proposed budget changes occurred. Most changes were acceptable, however, the Board recommended not lowering the budget for technology upgrades as the library cannot afford to delay the maintenance.

New Business: Pat presented the quote for the drive-through book drop. Through generous donations, the cost of the book drop has been covered. Pat will coordinate ordering the book drop with the projected end date of the parking lot expansion.

Due to elections on Nov 8th, Pat proposed to move the November Board meeting to Nov 15th. The Board unanimously agreed.

General Discussion: none

Adjourn: 7:00pm

Respectfully submitted by: Laurie Schultz, secretary