

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, December 13th, 2022, at 6:30pm in the Library

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

Absent: Mel Ferris

Visitors: Ian Stauffer, incoming KPL Trustee (Jan 2023); Michele McCaughtry, incoming KPL Director Dec 27th)

Petitions to the Chair: none

Amendments to Agenda: Pat requested to add "10.2 Bequest" to Old Business. Laurie motioned to approve the agenda; 2nd by Heather. Motion carried.

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

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

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

Director's Report:

Library Activities:

- Monthly gallery displays provided in partnership with the Mantorville Art Guild.
- Holiday Market (KPL Book Bunch Relay for Life team) raised \$2100 for the American Cancer Society.
- Staff continues to prepare for the 2023 SRP. Potential dates are June 5-July 28th.

Winter/Spring Programming:

- Doug Ohman author/photographer visit on Wed, Nov 16th at 11am with 47 attendees
- Mantorville author Dr. Sara Klein book signing on Dec 3rd
- Storytimes (typically on Fridays at 10:30am) on break until Jan 6th
- Pat presenting at the Lion's Club on Dec 19th
- Blind Date with a Book scheduled for February 2nd and 23rd
- Mayo Health Talks by Pharmacists are being planned for spring

Building Report:

- KPL safety inspection on Nov 22nd revealed 4 issues:
 1. Cracked window in the front
 2. Exterior SW door
 3. Pediatric AED was expired
 4. Fire extinguisher needs rechargingNumbers 1 & 2 were previously known and are in the process of being replaced. Pat is taking care of items 3 & 4.
- VOIP telephone system installed.
- The Knox Box will be installed by ICS.
- The sewage system backed up today (Dec 13th; last maintenance was Nov 21st.) The City has been contacted and will be handling tomorrow.

Committee Reports:

City Council: none

Friends of the Library: none

SELCO Board of Directors Meeting: none; Beverly was unable to attend due to weather in SD.

Old Business: New circulation policy was enacted. (Background: An unofficial poll of patrons continues to reveal mixed feelings in regard to eliminating fees altogether. The majority of patrons prefer fees as an incentive to return materials in a timely manner. With children, the fee encourages lost books to be found and returned.)

A substantial bequest to KPL is currently in probate. Pat suggested placing a portion to restore the depleted reserve funds with the City, and potentially utilizing the remaining portion to establish a reoccurring scholarship (maybe targeted towards women in STEM?) as a memorial.

New Business: none

General Discussion: Board meeting time returns to 6pm on the 2nd Tuesday of the month. The Board would like to extend a big “Thank You” to both Pat and Jon for serving KPL with dedication. May your futures be full of success and joy. You will be missed.

Adjourn: 7:00pm

Respectfully submitted by: Laurie Schultz, secretary