

KASSON PUBLIC LIBRARY (KPL) BOARD OF TRUSTEES MEETING MINUTES

Tuesday, November 15th, 2022, at 6:30pm in the Library

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

Absent: Heather Gransee

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 Mel, 2nd by Fran. Motion carried.

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

Monthly Reports/Receivables: In honor of Pat's years of service, a donation of \$500 was made to KPL. Motion to approve by Laurie, 2nd by Jon. Motion carried.

Director's Report:

Library Activities:

- Monthly gallery displays provided in partnership with the Mantorville Art Guild.
- School field trip held on Oct 13th with 49 attendees.
- Friends book sale was held on Oct 18-22nd with nearly 450 visitors.
- Veterans Day display featuring the book *America's White Table* was held the 2nd week of Nov.
- Holiday Market (KPL Book Bunch Relay for Life team) to be held Nov 21-23rd and Nov 28-Dec 3rd. In addition to the craft items for sale, gift wrapping services will be available.
- Lions Club gifted a 1-yr subscription for large-print bestsellers, receiving 4/mo.
- Staff is beginning to prepare for the 2023 SRP. Potential dates are June 5-July 28th. Staff is reviewing the newly-posted, vetted grant performer descriptions. Staff will begin contacting and scheduling the performers soon.

Fall/Winter Programming:

- Storytimes on Fridays at 10:30am
- Puzzle Fun available
- Mayo Health Talks for Seniors concluded. Mayo expressed interest in continuing the education sessions in the spring with its pharmacists; Nancy is the liaison.
- Doug Ohman author/photographer visit on Wed, Nov 16th at 11am
- Mantorville author Dr. Sara Klein book signing on Dec 3rd
- Blind Date with a Book is being planned for February 2nd and 23rd

Building Report:

- The book drop arrived on Oct 18th and was installed on the 19th.
- Landscaping around KPL was completed and new trees planted.
- Memorial bench in memory of Rev. Curtis Johnson was installed in the playground area on Nov 9th.
- The Knox Box will be installed by ICS.
- The southwest exterior door has been ordered.
- KPL safety inspection scheduled for 1pm on Nov 22nd.

Committee Reports:

City Council: none

Friends of the Library: none

SELCO Board of Directors Meeting: none

Old Business: Closed session from 7-7:10 to discuss the KPL Director position. On Nov 12th, four candidates were interviewed for the position of KPL Director. After much deliberation, one candidate was selected. The candidate was offered and accepted the position starting at grade 12, step 1 on Dec 27th. The Board would like to invite the candidate to the December board meeting. There is a 6-month probationary period. During the April/May meetings, the Board would like to interview KPL staff to properly evaluate how things are running from the staff point of view.

New Business: One candidate applied to replace Jon Wright on the KPL Board. The candidate was accepted and will be presented to the City Council for approval. The Board would like to invite the candidate to attend the December board meeting as a visitor.

Pat proposed changes to the Circulation Policy. After discussion, Fran motioned to approve allowing 1 renewal for DVDs and lowering the DVD overdue fee from \$1/day to \$0.25/day. The overdue fee for children's materials will remain at \$0.10/day. Motion was 2nd by Mel; motion carried. The Board suggested holding a "Fine Forgiveness Day" during National Library Week along with other possible forgiveness days, such as "bring a canned good, fines forgiven".

On Saturday, Dec 17th, Friends of KPL will be sponsoring a Retirement Reception in honor of Pat's years of dedicated service to KPL from noon-2pm.

General Discussion: none

Adjourn: 7:30pm

Respectfully submitted by: Laurie Schultz, secretary