

Kitchigami Regional Library  
**Board Meeting 15 May 2008**  
Kitchigami Headquarters, Pine River, MN

Board present: Paul Carlson, Carolyn Conklin, Roine Cunningham, Jack Frost, Betty Hanson-Lehman, Mary Harrison, Marilyn Heltzer, Dee Hillstrom, Anne Holub, Leo Johnson, Bob Kangas, Mary Beth Mohr, Rachel Nystrom, Marci Olson, Tom Peterson, Rita Schuldt.

Board absent: Donald Carlson, Wayne LaDuke, Jack Shaffer

Others, non-voting, present: Mark Ranum-Consultant, Paul Ericsson, Marta Mersereau, Becky Walpole, Christy Loven, Marian Ridge

Meeting called to order by President Carlson at 6:03 p.m. Changes were made to the agenda:

- 3.1 March 2008 Board meeting minutes were pulled from the Consent Agenda
- 3.2 April bills were pulled out of the Consent agenda
- 3.6 Consultant's letters to the municipalities was pulled from the Consent agenda and will be discussed in agenda item 5.
- 4. Auditor's Report was deleted from the agenda

Motion by Dee Hillstrom, seconded by Carolyn Conklin, to approve the consent agenda as amended. Motion carried.

Introductions were made by all.

Director Ridge explained the Auditor's Report contained an error which does not change the bottom expenditures/assets line and so this will be brought back to the June board meeting as amended. Board kept their audits and the amended pages will be sent out with the June Board packet.

Consultant's Mark Ranum thanked the board for time to discuss the next steps of the Library Future's Study and how to go about them. Mark went over the Study determinations so far, how the study has let to now the time to take steps to begin to draft a new Joint Powers Agreement. Mark went over his Proposed Work Outline and Timeline. Discussion. Slight revisions were made to the consultant's proposed timeline, and work outline. In this new phase of the new JPA/Strategic Plan process Mark Reidell will work with Mark Ranum. Costs were discussed.

Jack Frost came 6:45 p.m.

Discussion of what stopped the previous JPA process: a city's concern of having a vote on the KRL board, fear of the unknown, bottom line was funding as it probably will be in the current process.

Discussion of concerns brought by M. Heltzer. Discussion of getting an attorney's opinion on the new draft JPA wording and that that person should be a specialist in municipal law and costs related to having this work done. Discussion of Mark working with the state library office to be sure language and values and principles are embedded in the new draft JPA.

Discussion of separating Mark Ranum's work with the legal work that will be done. Mark can give the attorney the language and the intent and work with the director on an RFP for an attorney. It will be important to tie the new JPA with service potential at the local level.

Motion by Marilyn Heltzer, seconded by Bob Kangas, that an RFP be put out for legal council in connection with development of a new Kitchigami Regional Library Joint Powers Agreement and that the Director work in consultation with Mark Ranum to word this RFP. Motion carried.

Motion by Carolyn Conklin, seconded by Marci Olson, to hire Mark Ranum as consultant to carry out Phase of the Public Library Futures Study removing references to "legal council or review in his contract and amended to revise to "associated" model. Motion carried.

Break 7:25 to 7:35 p.m.

Borrowing Policies: Motion by Rita Schuldt, seconded by Carolyn Conklin, to rescind 2<sup>nd</sup> Reading the in place Library Materials and Fees Policy and replace it with the amended Library Materials and Fees Policy. Discussion. Motion carried.

Motion by Tom Peterson, seconded by Jack Frost, to rescind the current Borrower Card Use Policy and replace it with the revised Borrower Card Use Policy. Discussion. Motion carried.

March Minutes Motion by Tom Peterson, seconded by Mary Harrison, approve the March 2008 board meeting minutes as amended: under "Library Futures Study/Strategic Plan" on page 2 line 7 - take out the word "association and" to say: "develop plans of affiliation..." Motion carried.

April 2008 Bills An amended April 2008 bills was brought to the meeting. Motion By Marcia Olson, seconded by Betty Hanson-Lehman, to approve the amended April 2008 bills checks #10547 to #10638 in the amount of \$99,895. Roll call vote: Motion carried unanimously.

May 2008 Bills Motion by Marcia Olson, seconded by Carolyn Conklin, to approve the May 2008 bills checks #10639 to #10729 in the amount of \$53,241.65. Roll call vote: Motion carried unanimously.

RLTA Repayment      Motion by Dee Hillstrom, seconded by Anne Holub, that the board approve the repayment of \$7,175.26 to the State of Minnesota for the Regional Library Telecommunications Aid 2007 grant overpayment caused by a discount in the cost of the estimated telecommunication line costs for Park Rapids and Brainerd in 2007.

Fixed Asset Disposal Policy: 1<sup>st</sup> Reading      First reading was held for a new Fixed Asset Disposal Policy which outlines requirements for disposing of KRL fixed assets. Discussion. This policy with some suggested amendments to it will be brought for 2<sup>nd</sup> reading in June.

2009 Budget Principles      Discussion of what directions the Director should go while drafting the 2009 Budgets in regard to: health insurance, job evaluation/pay equity/potential branch restructuring, technology change for public access, the KRL 40<sup>th</sup> anniversary, fuel costs.

Budget Committee      A meeting of this committee was set for Tuesday June 10<sup>th</sup> at 4:30 p.m. at headquarters.

Director's Report      A thank you to the board from the Branch Managers and staff for providing funds for them to attend the PLA Conference in March. Many ideas/insights gained from those workshops are now being implanted at branches.

Orientation Session      A short orientation session re how Kitchigami is funded will take place 3:00 to 5:00 p.m. prior to the regular June 19<sup>th</sup> board meeting. Materials were given out tonight to review for this session.

Technical Services Manager      Discussion of other ways to find suitable applicants for the Technical Services Manager position.

Motion by Tom Peterson, seconded by Mary Harrison, to adjourn at 8:58 p.m.  
Motion carried.

Minutes by Admin. Asst. Christy Rose Loven.

Minutes signed by Board Secretary, Dee Hillstrom, \_\_\_\_\_

Date \_\_\_\_\_