

Kitchigami Regional Library  
Minutes of the 21 January 2016 Kitchigami Regional Library Board Meeting  
Kitchigami Building, Pine River, MN

Board Members present: Richard Anderson, Neal Gaalswyk, Darlene Petterson, Tony DeSanto, Paul Thiede, Mary Koep, Ed Smith, Jim Hofer, Don Niles

Board Members absent: Michael Meehlhause, Wayne Bohn, Joann Rand, Jeff Mosner, Blackduck representative

Others present: Marian Ridge, Christy Loven

Introductions were not necessary.

Election of Officers Chair Anderson explained that the 2015 board officers agreed to serve again in their same capacity. Motion by Paul Thiede, seconded by Jim Hofer, to move for approval this slate of officers for 2016: Richard Anderson – Chair, Neal Gaalswyk-Vice-chair, Don Niles-Treasurer, Mary Koep-Secretary. Motion carried unanimously.

The oath of office was administered by Director Ridge to all board members present.

Motion by Don Niles, seconded by Tony DeSanto, to approve the agenda as presented. Motion carried.

Consent agenda Motion by Neal Gaalswyk, seconded by Mary Koep, to approve the Consent Agenda as presented. This included these items:

- November 2015 minutes
- November-December 2015 Financial Statements
- December 2015 Bills
- ACHF progress report
- Director's Report

Motion carried.

Bills Motion by Neal Gaalswyk, seconded by Jim Hofer, to approve payment of the January 2016 bills check #18979 to #19028 in the amount of \$98,420.99. Roll call vote: motion approved unanimously.

Consensus motion by the board to authorize the Kitchigami Bookkeeper, Veronica Laputka, to carry out any necessary bank business for the board.

2016 Wage Increases Motion by Mary Koep, seconded by Tony DeSanto, that the board approve a 2% across the board wage increase and salary steps to eligible employees. Discussion. Motion carried.

2016 Final Budgets Motion by Mary Koep, seconded by Darlene Petterson, to approve the 2016 final budget package which includes reductions to Brainerd and Park Rapids. Discussion. Motion carried.

Crosby Library Fact Finding Committee Members Motion by Paul Thiede, seconded by Neal Gaalswyk, to rescind the makeup of the Crosby Library Fact Finding Committee members and to appoint Gillette Kempf in the place of Don Niles who is unable to serve. Discussion. Motion carried. The members now are: Neal Gaalswyk-Chair, Richard Anderson, Paul Thiede, Gillette Kempf, Mary Gaviglio, Jim Goshey, Greg Maddox, and Joanna Lattery with Marian Ridge as Staff Support.

III Quote For Millennium Software Upgrade Director Ridge explained that the upgrading of the Millennium software will be done by KRL staff Marian Ridge and Stephanie Langer and no longer will be done by III staff so special funds are no longer necessary for this project.

2016 Board Committees Chair Anderson said he would appoint board members to the 2016 committees himself if he did not get enough volunteers. Don Niles volunteered to be on the Internet/Electronic Resources Committee. The Ad Hoc Crosby Fact Finding Committee will be added to the board list.

2016 Board Orientation It was the consensus of the board to have the 2016 Board orientation session given by Director Ridge on Thursday March 17<sup>th</sup> from 12:00 to 4:30 p.m.

Director's Evaluation 6:45 p.m. Motion by Mary Koep, seconded by Darlene Petterson, to close the meeting for the Director's Evaluation. At 7:18 p.m. the meeting opened again with a motion by Mary Koep seconded by Jim Hofer to give the Director a 2% salary increase as she has achieved the expectations of the position. Motion carried.

7:23 p.m. Motion by Ed Smith, seconded by Tony DeSanto, to adjourn. Motion carried.

Minutes respectively submitted by Administrative Assistant, Christy Loven.

Signed by KRL Board Secretary, Mary Koep \_\_\_\_\_

Date \_\_\_\_\_