

Kitchigami Regional Library
Board Meeting Minutes 16 November 2017
Kitchigami Headquarters Building, Pine River, MN

KRL Board present: Reed Olson, Neal Gaalswyk, Wayne Bohn, Annie McMurrin, Mary Koep, Ed G. Smith, Jim Hofer, George Deiss

KRL board absent: Nancy Erickson, Blackduck Representative, Longville Representative, Tony DeSanto, Paul Thiede, Park Rapids Representative

Those present non-voting: Christy Loven, Marian Ridge

Chair Gaalswyk called the meeting to order at 6:00 p.m. Additions to the agenda were: 6.5.1 City of Brainerd letter and 6.5.2 Sage Accounting Software. Motion by Jim Hofer, seconded by Wayne Bohn, to approve the agenda as amended.

Consent Agenda Motion by Reed Olson, seconded by George Deiss, to approve the Consent Agenda which included these items –

- September 2017 minutes
- October 2017 bills
- Arts and Cultural Heritage Fund update
- Director's Report

Motion approved.

Bills November 2017 Motion by Reed Olson, seconded by George Deiss, to approve the November 2017 bills checks #20287 to #20340 in the amount of \$125,187.18. Roll call vote: Motion carried unanimously.

Longville Representative Motion by Mary Koep, seconded by Neal Gaalswyk to have the Director send a letter to the City of Longville explaining why a representative to the KRLS board must live within the city limits of Longville and asking them to make an effort to find a representative. Discussion. Motion carried.

Service Agreements with
Cities of Crosslake and
Pequot Lakes Motion by Mary Koep, seconded by Jim Hofer, to approve the 2018 Service Agreements with the City of Crosslake and the City Pequot Lakes. Discussion. Motion carried.

NLLN Grant Application for
e-audio books Motion by Mary Koep, seconded by George Weiss, to approve an application for a Northern Lights Library Network grant for purchasing more e-audio books. Discussion. Motion carried.

Reed Olson said he is the KRLS representative to the NLLN board. They meet every other two months.

Policy Committee Director Ridge explained the Policy Committee had met prior to this meeting and she said she will write up the committee's notes pros and cons on the Library Expansion Policy revisions and include a draft policy in the January 2018 board packet.

2018 Board Officers
Nomination Committee Neal said he is willing to serve again in 2018 as Chair, he will ask Paul Thiede if he also is willing to serve again in 2018 as Vice-chair. Mary Koep said she would serve in 2018 again as Secretary and Jim Hofer agreed he is willing to do so again as Treasurer.
Marian will include this on the January 2018 agenda.

City of Brainerd Levy
Request Letter Discussion of a letter from the Brainerd City Council requesting that the Brainerd Branch be allowed the ability to purchase all operating supplies for that library and to reduce their budget and levy by that amount. Motion by Wayne Bohn, seconded by Reed Olson, to deny this request. All yes votes, but Mary Koep voting Nay. Motion carried.

Sage Networking Software Motion by Jim Hofer, seconded by George Deiss, to authorize the purchase for \$1265.00 of Sage Networking Software in order for both KRL bookkeepers to be able to use the KRLS accounting software at the same time. Discussion. Motion carried.

Closed Session: Director's Evaluation: Chair Gaalswyk said only 3 evaluations were returned to him; so, he suggested the Director's Review be done at the January 2018 board meeting. All agreed.

Adjournment at 7:15 p.m.

Minutes respectfully submitted by Christy Loven, Administrative Assistant.

Minutes signed by Board Secretary, Mary Koep _____

Date _____