

Kitchigami Regional Library
Board Meeting Minutes 15 March 2018
Kitchigami Building, Pine River, MN

Board members present: Reed Olson, Nancy Erickson, Kendra Murray, Neal Gaalswyk, Phyllis Eck, Mary Koep, Tom Conway, Jim Hofer, George Deiss

Board members absent: Wayne Bohn, Tony DeSanto, Paul Thiede, Ed Smith, Annie McMurrin

Others non-voting present: Ardel Nadeson, Christy Loven, Marian Ridge

Chair Gaalswyk called the meeting to order at 6:02 p.m. Kendra Murray, new representative from the City of Blackduck, was introduced and welcomed. New Board representative from the City of Longville, Phyllis Eck, came at 6:13 p.m. and was also introduced and welcomed.

Motion by Tom Conway, seconded by Nancy Erickson, to approve the agenda as printed.
Motion carried.

Oath of Office Director Ridge administered the KRLS Oath of Office to Tom Conway and Kendra Murray. This was also administered to Phyllis Eck after she came.

Consent Agenda Motion by George Deiss, seconded by Tom Conway, to approve the items listed below on the Consent Agenda:
- January 2018 board meeting minutes
- January-February 2018 Financial Statement
- February 2018 Bills
- Director's Report
Discussion. Motion carried.

2018 Overview Budget Motion by Reed Olson, seconded by Kendra Murray, to approve the 2018 Kitchigami Overview Budget. Discussion. Motion carried.

Branch Establishment Policy The Policy Committee did not meet prior to this board meeting, and therefore did not finalize revision of the Branch Establishment Policy and will meet again to do this.

March 2018 Bills Motion by George Deiss, seconded by Jim Hofer, that the board authorize payment of the March 2018 bills checks #20519 to #20564 in the amount of \$79,148.20. Discussion. Roll call vote: Motion carried unanimously.

Certificate of Deposit After discussion, motion by Tom Conway, seconded by Nancy Erickson, to approve reinvestment at the appropriate time of the CD's listed below at the Bremer Bank in Brainerd for a period of 18 months at 2.11%.
- Security State Bank CD #16408 for approximately \$35,162.45
- Security State Bank non-restricted CD #16407 for approximately \$117,059.46

- CD Renewal (continued)
- Security State Bank CD #242,249.81 (97% automation and 3% accounting software) for approximately 242,249.81.
 - First National Bank of Walker CD #10096494 for approximately \$26,642.69.

Motion carried.

Arts and Cultural Heritage Fund 2017 Final Report

Motion by Nancy Erickson, seconded by Tom Conway, to approve the ACHF 2017 Final Report for signatures and submission to the State. Discussion. Motion carried.

Update on new Wadena Library

George Deiss reported the City of Wadena passed the RFD for architects for renovating the bank building purchased to become the new Wadena City Library. The City discussed funding for this library project likely to cost between \$1.2 – \$1.7 million.

Northern Lights Library Network representatives

Reed Olson mentioned that NLLN would be happy to have a second representative come from the Kitchigami Board.

Meeting adjourned by consensus at 6:40 p.m.

Minutes respectively submitted by Christy Loven, Administrative Assistant.

Signed by Board Secretary, Mary Koep _____

Date _____