Kitchigami Regional Library
Board Meeting Minutes Thursday 20 September 2018
Kitchigami Headquarters Building, Pine River, MN

Board members present: Reed Olson, Nancy Erickson, Wayne Bohn, Annie McMurrin, Paul Thiede, Mary Koep, Ed G. Smith, Tom Conway, Sheldon Monson (alternate for Jim Hofer), George Deiss.

Board members absent: Kendra Murray, Neal Gaalswyk, Phyllis Eck, Tammy Hoppe, Jim Hofer.

Others non-voting present: Gary Weier of David Drown & Associates, Ardel Nadeson, Christy Loven, Marian Ridge

Vice-Chair Paul Thiede, filling in for Chair Gaalswyk, called the meeting to order at 6:10 p.m.

Motion by Nancy Erickson, seconded by Sheldon Monson, to accept the agenda as presented.

Consent Agenda	Motion by Wayne Bohn, seconded by George Deiss, to approve the items below as presented on the Consent Agenda: - July 2018 Minutes - August 2018 Bills - ACHF FY2017 Final narrative report - Director's Report Motion carried.
Director's Search	Vice-Chair Thiede, explained the Executive Director Search Committee had completed the preliminary work needed and recommends the engagement of David Drown and Associates to guide KRLS through the search process. Thiede then introduced Gary Weier, primary consultant from DDA, who came to speak to the board about their proposed search plan. See attached pages. Discussion. Motion by Tom Conway, seconded by Nancy Erickson, to move forward and hire the firm of David Drown and Associates. Motion carried. Request to add discussion of the salary range for the new director on the November board agenda.
Regional Library Basic System Report: FY2019 Application (amended budget)	Motion by Mary Koep, seconded by Wayne Bohn, to approve the amended budget for the RLBSS FY2019 application. Discussion. Motion carried.
New Delivery Vehicle	After reviewing all the van bids, motion by Nancy Erickson, seconded by Mary Koep, to accept the Mills Motor, Inc. proposal for a Ford 2019 350 MR Transit cargo van for $32,128.75 with no paint or interior seat treatment. Discussion. Motion carried.
September 2018 Bills	Motion by Wayne Bohn, seconded by Ed Smith, to approve payment of the November 2018 bills checks #20887 to #20941 in the amount of $44,828.71. Roll call vote: Motion carried.

Regional Library Telecommunications Aid FY2018 Final Report	Motion by Tom Conway, seconded by Nancy Erickson, to approve the RLTA FY2018 final report and requisite signatures for submission to the state. Discussion. <u>Motion carried.</u>
Regional Library Basic System Support FY2018 <u>Report of Results Accomplished</u>	Motion by Wayne Bohn, seconded by Reed Olson, to approve the RLBSS FY2018 Report of Results Accomplished and the requisite signatures for submission to the state. Discussion. <u>Motion carried.</u>
Arts and Cultural Heritage Funds FY2019 Application	Motion by Mary Koep, seconded by Reed Olson, that the board approve the ACHF FY2019 Application and requisite signatures for submission to the state. Discussion. <u>Motion carried</u>.
Request for legal advice on a Personnel Matter	Motion by Wayne Bohn, seconded by Mary Koep, to hire an attorney who is knowledgeable about debt collection for this personnel matter. Discussion. <u>Motion carried</u>.
Regional Library Telecommunications Aid FY2019 Application	Motion by Tom Conway, seconded by Nancy Erickson, to approve the RLTA FY2019 Application and for required signatures and submission to the state. Discussion. <u>Motion carried</u>.
Certificate of Deposit Renewal	Motion by Tom Conway, seconded by Nancy Erickson, to approve the renewal of the Automation Repair and Replacement Certificate of Deposit #16406 in the amount of approximately $79,089.18 at Bremer Bank, Brainerd for 15 months at 2.56%. Discussion. <u>Motion carried</u>.
Other	George Weiss of Wadena asked about what to do about unauthorized long distance telephone calls made at a branch. Discussion.

7:20 p.m. Motion made to adjourn by Reed Olson, seconded by Ed Smith. <u>Motion carried</u>.

Minutes respectively submitted by Administrative Assistant, Christy Rose Loven.

Minutes signed by Board Secretary, Mary Koep _____

Date _____