Kitchigami Regional Library 16 May 2019 Board Meeting Minutes Kitchigami Headquarters Building, Pine River, MN

Board Members present: Reed Olson, Nancy Erickson, Kendra Murray, Neal Gaalswyk, Phyllis Eck, Steve Barrows – alternate for Bill Brekken, Mary Koep, Tom Krueger, Jim Hofer, George Deiss

Board Members absent: Richard Molash, Tammy Hoppe, Mary Beth Hansen, Bill Brekken, Tom Conway

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

Chair Gaalswyk called the meeting to order at 6:00 p.m. introducing Steve Barrows, filling in alternate for Bill Brekken from Crow Wing County.

The chair called for any additions to the agenda, there were none except during 4.1 No closed session would be held.

Consent agenda	 Motion by Steve Barrows, seconded by Kendra Murray, to approve the items below as present in the Consent Agenda: March 2019 meeting minutes March-April 2019 Financial Statements April 2019 Bills (a revised 2nd page was handed out) ACHF update Director's Report
Interview with Stephanie Johnson	Chair Gaalswyk spoke on the Hiring Committee's recommendation of Stephanie Johnson. She gave a short summary of her employment background in libraries and why she chose to apply for this position. Motion by Reed Olson, seconded by Jim Hofer, to appoint Stephanie Johnson to the position of Library Director for the Kitchigami Regional Library System including the following provisions: starting salary of \$80,500, the position is a full time salaried, exempt position, all benefits continue as currently available to the KRLS employees, start date of June 3, 2019, probationary period of six months with a performance evaluation at that time. More discussion. <u>Motion carried.</u> Chair Gaalswyk will work with Stephanie on what the board requires of her. The Hiring Committee will be kept together as a help to the Chair if needed. At the next board meeting in June, Marian will deal with the old business of the meeting and Stephanie will cover the new business. At the July board meeting, Marian will answer questions to do with the 2018 KRLS audit. At the June board meeting Stephanie will be asked to bring a staff plan for the future as her current job will be vacant.

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State Annual Report	Motion by Mary Koep, seconded by George Deiss, that the board approve the state required signatures of the Chair and Director Ridge for the KRLS Annual Report. Discussion. <u>Motion carried.</u>
May 2019 Bills	Motion by Reed Olson, seconded by Phyllis Eck, to approve payment of the May 2019 bills checks #21367 to #21405 in the amount of \$69,062.73. Discussion. Roll call vote: <u>motion carried</u> .
2020 Budget Planning	Discussion and consensus that to develop a budget for 2020, the board by consensus agreed that staff should develop a budget which included a 2.5 % cost of living increase, steps for those eligible, and an increase to \$200/month toward health insurance, with proof, for staff who work 20 – 31 hours/week.
	The Budget Committee set up a meeting on June 12 th at 2:00 p.m. in Bemidji at the County Administration Building. Stephanie will come to that meeting on the 2020 KRLS budget.
Northern Lights Library Network (NLLN)	Reed Olson, the KRL Representative to the NLLN Board, will not be able to attend their June 15 th board meeting and so will ask Richard Anderson, a former member of the KRLS board, to attend in his place.

Chair Gaalswyk declared the meeting adjourned at 7:03 p.m.

Minutes respectively submitted by Christy Rose Loven, Administrative Assistant.

Minutes signed by Chair Secretary, Mary Koep

Date: _____