

**Kitchigami Regional Library System
Board Meeting, July 18, 2024, 6:00 p.m.
Kitchigami Headquarters Building, Pine River, MN**

Board members present: Tom Krueger (Hubbard Co.), George Deiss (Wadena), Mary Koep (Brainerd), Scott Bruns (Cass Co.), Murlyn Kreklau (Wadena Co.), Neil Tobiason (Longville)

Board members present by interactive technology: Joe Gould (Beltrami Co.), Gwenia Fiskevold Goud (substitute for Lynn Eaton, Bemidji), Mary Beth Hanson (Walker)

Board members absent: Jon Lubke (Crow Wing Co.), Brent Norman (Pine River), Diane “Annie” Sevenich (Cass Lake), Laurie Hamilton (Blackduck), Tim Little (Park Rapids)

Others present non-voting: Staff members: KRLS Director Melissa Whatley, Admin Asst. Svetlana Lang, Carol Christensen (Branch Mgr, Walker). Member of Public – “Dan”

Chair Tom Krueger called the meeting to order at 6:04 p.m. and requested participation in reciting the Pledge of Allegiance.

KRLS Oath of Office Director Whatley administered the oath of office to confirm Gwenia Fiskevold Gould as alternate for Board Member Lynn Eaton, representing the City of Bemidji.

Approval of Agenda **Motion by Murlyn Kreklau, seconded by Scott Bruns, to approve the agenda as presented.** Roll call vote was taken. Yes: Joe Gould, Scott Bruns, Tom Krueger, Murlyn Kreklau, Gwenia Fiskevold-Gould, Mary Koep, Neil Tobiason, George Deiss, Mary Beth Hansen. **Motion carried.**

A member of the public joined the meeting virtually at 6:11 p.m. under the screen name “Dan.”

Public Input There was no public input at this meeting.

Consent Agenda Chair Krueger mentioned that a request for reconsideration had been sent to the board. He asked if the author of the request had been made aware that they could appeal to the board. Director Whatley confirmed that they had been sent a letter confirming this and of possible further steps.

Motion by George Deiss, seconded by Murlyn Kreklau, to approve the consent agenda items A-E.

- a. Minutes: June 2024
- b. Bills: June 2024
- c. Financial Statements: 2024 YTD

- d. **ACHF FY23 FRF**
- e. **Director's Report**

Roll call vote was taken. Yes: Joe Gould, Scott Bruns, Tom Krueger, Murlyn Kreklau, Gwenia Fiskevold-Gould, Mary Koep, Neil Tobiason, George Deiss, Mary Beth Hansen. **Motion carried.**

2025 1st Draft Operating Budgets:
City and Counties

Director Whatley discussed the KRLS first-draft budgets she had prepared in May showing 2, 3, and 4 percent COLA increases for KRLS staff and asked that the board approve one of these for distribution to the cities and counties in their FY25 proposed budgets. Discussion.

Motion by Scott Bruns, seconded by George Deiss, to approve a 3 percent COLA in the FY25 proposed budget. Roll call vote was taken. Yes: Scott Bruns, Tom Krueger, Murlyn Kreklau, Neil Tobiason, George Deiss.
No: Joe Gould, Gwenia Fiskevold-Gould, Mary Koep, Mary Beth Hansen. **Motion carried.**

Other Old Business

There was no further old business discussed.

Old Delivery Van Disposal

Motion by George Deiss, seconded by Neil Tobiason, to accept payment from Auto Owners Insurance company on the total loss of the old delivery van and to route the funds back to the Delivery Vehicle Replacement Fund. Roll call vote was taken. Yes: Joe Gould, Scott Bruns, Tom Krueger, Murlyn Kreklau, Gwenia Fiskevold-Gould, Mary Koep, Neil Tobiason, George Deiss, Mary Beth Hansen. **Motion carried.**

Hoopla Activity Update

Director Whatley gave an update to the Board that the check-out limit with Hoopla had been increased in January 2024 to allow for increased e-material check-outs by patrons. Patron borrowing of e-materials has increased, but KRLS will remain under budget for e-materials by the end of the fiscal year. She recommends keeping the budget amounts for e-materials for Hoopla and iCloud the same. Chair Krueger asked if there are checkout numbers available. Director Whatley stated that checkout limits were increased in January, checkouts increased from 4,600 to 5,500, and there have been approximately 6,000 checkouts per month every month so far.

Walker IT Infrastructure Proposal

The Dale and Harriet Jones Walker Public Library will be opening in Fall 2024. Deerwood Technologies has recommended KRLS upgrade their systems to avoid failures of the network infrastructure, security, and/or hardware. They have presented a proposal of \$12,853, paid from the general fund, to perform these upgrades for the Dale and Harriet Jones Walker Public Library. Discussion.

Motion by George Deiss, seconded by Scott Bruns, to approve paying Deerwood IT infrastructure's request from the general fund and replacing the amount with interest from investments. Roll call vote was taken. Yes: Joe Gould, Scott Bruns, Tom Krueger, Murlyn Kreklau, Gwenia Fiskevold-Gould, Mary Koep, Neil Tobiason, George Deiss, Mary Beth Hansen. **Motion carried.**

Other

There was discussion regarding whether there is a volunteer policy in place. The current volunteer policy was approved in December 2022.

Mary Koep began a discussion about an email sent by the former Pine River Library branch manager which made allegations regarding Director Whatley. Chair Krueger explained that an outside firm is investigating the allegations. When the investigation is completed, there will be discussion by the board.

Chair's Report

Chair Krueger addressed the subject of the email sent by the former Pine River Library branch manager and the investigation into the allegations in it.

Motion by Mary Koep, seconded by Scott Bruns, to adjourn at 6:56 p.m. Roll call vote was taken. Yes: Joe Gould, Scott Bruns, Tom Krueger, Murlyn Kreklau, Gwenia Fiskevold-Gould, Mary Koep, Neil Tobiason, George Deiss, Mary Beth Hansen. **Motion carried.**

Minutes respectfully submitted by Administrative Assistant Svetlana Maria Lang.

Minutes signed by Board Secretary Brent Norman



Date 8-9-24

