

Pelican Rapids Public Library Board Meeting August 3, 2015

Present: Teresa Thornton, Wayne Runningen, Curt Markgraf, Annie Wrigg, Peg Werner

1. Meeting called to order by Thornton
2. Approval of Agenda: Motion by Curt, seconded by Wayne to Approve. Passed unanimously.
3. Approval of July Minutes: Motion by Wayne, seconded by Curt to approve Minutes. Passed unanimously.
4. Approval of Bills: Motion by Curt, second by Wayne to Approve Bills. Passed unanimously.
5. Financial Report reviewed by Annie.
6. Friends Update: Friends Annual Meeting will be August 18, 2015 at 7:00 pm at the library.
7. Foundation Update: Foundation meeting will be held on August 14, 2015 at 2:00 pm.
8. Directors Report: Discussed Maintenance Issues regarding door locks. Parts have been ordered and received and will be installed. Discussed front entrance winter icing issue. Recommended turning off the outside sidewalk heating zone and blowing out the glycol solution. Heating the sidewalk in the winter often creates ice and the sidewalk heating is not great enough to remove it after it forms.

Motion by Curt to blow out glycol from the outside sidewalk zone under the preventative maintenance contract, purchase liquid ice melt and a small hand sprayer for application of ice melt. Motion seconded by Wayne. Passed unanimously.

Discussed locating and outside drop box and filling in small flower bed with cement to accommodate the drop box on the north side of the building.

Reported on vandalism near the north building entrance on July 9, 2015 which was reported to the Police Department.

Meet and Media will be held August 10<sup>th</sup> and 11<sup>th</sup>. Paul Johnson will be the Artist for this workshop.

Critic's Choice will be held August 17<sup>th</sup>, 2015, Summer Reading programs last day was July 22<sup>nd</sup>.

Staff member is currently out and will return to work on August 12, 2015.

Long Range Plan is due December 31, 2015. This plan is submitted to the Viking Library System. Annie will email the old plan to Board Members for comments and suggestions for the new plan.

9. Viking Library System report – Peg Werner was present to report on the 40<sup>th</sup> Anniversary of the Viking Library System. A very successful Open House was held on July 17, 2015 in Fergus Falls. A brochure was created to review the establishment and accomplishments of Viking Library over the past 40 years. Peg reviewed all of the changes that have occurred over the last 40 years with technology; however she said the mission of the system has changed very little. The mission of the Viking Library System is to connect people with the information they need in a format they desire in order that they may function successfully in a rapidly changing world. These connections are provided by eleven member public libraries, mobile service units, and region-wide programs designed to support, complement and extend the resources of all.
10. Chairman's discussion: September meeting date change due to Labor Day. Motion by Wayne to changed the next regular board meeting date to September 1, 2015 at 5:00 pm at the Pelican Rapids Public Library. Seconded by Curt. Passed unanimously.
11. Motion by Wayne, second by Curt to adjourn.  
Submitted by Wayne Runningen