

Pelican Rapids Public Library Board Meeting November 2, 2015

Present: Curt M., Roger R., Wayne R., Teresa T., Director Annie W., Sue Seifert

1. Meeting called to order by Teresa
2. Approval of Agenda: Motion by Roger, seconded by Curt to Approve, passed unanimously.
3. Approval of October Minutes: October Minutes were not presented
4. Approval of Bills: Motion by Curt, second by Wayne to Approve Bills, passed unanimously.
5. Financial Report: reviewed by Annie.
6. Friends Update: Nothing to report.
7. Foundation Update: Annie reported that the Foundation had met on the 16th, 23rd, and the 28th. At the October 28th meeting the Foundation Board voted dissolve their 501C-3 status and are in the process of creating the Pelican Rapids Public Library Foundation with the West Central Initiative in Fergus Falls, MN. They are currently working through this process with the WCI and hope to complete this work by the end of December.
8. Directors Report:
 - Long Range Plan for 2015-2018 was presented. Motion by Curt, and second by Roger to approve the 2015-2018 Long Range Plan, passed unanimously.
 - Pay Equity Study for library employees was submitted on October 8th by Teresa and Annie to the City Administrator.
 - Annie requested an extension to use her 2015 vacation hours due to employee absences throughout the year. Motion by Roger, second by Curt to allow remaining 2015 vacation hours to be used in January, February, and March of 2016, passed unanimously.
 - Annie reported that the Library outside drop box has been installed, and has been very well used. The security system was installed on October 19th, and is currently being used.
 - The water fountain is currently out of order due to pressure valve failures in the fountains. Repairs will be made when parts arrive.
 - The first part of the new flooring has arrived, meeting room TV has arrived, the new stand up computer has been installed and is in use, and the copier & coin op have been ordered.
 - Curt reported that he had spoken to Brian Olson, and he is willing to take the shelving from the back room for City use which will make room for the new storage shelving.
 - Teresa, Curt, and Annie attended the City Council Meeting on October 13th to discuss the snow removal from the exterior of the Library sidewalks and parking areas. The results from this discussion are that the City Street Department will do the snow removal of these areas.
 - Motion was made by Teresa, second by Roger to allow Annie to discuss the fence between the Library and Weishair's Barber Shop in regard to removing the wood fence, placing sign posts, and installing some ground parking barriers. Motion passed unanimously.
 - Motion was made by Teresa, second by Roger to remove all plants and shrubs in the small section outside of the children's area to accommodate placing pavers in the area next spring. Motion passed unanimously.
9. Chairman's discussion: None
10. Motion by Roger, second by Wayne to adjourn, passed unanimously. 6:05pm

Submitted by Wayne Runningen