

Library Board Meeting
Levorsen Community Room
Pelican Rapids Public Library
Monday November 4, 2013 5p.m.

Present: Ruth Holmgren, Teresa Thornton, Mary Sorum, Roger Rotvold (late), & Annie Wrigg

Absent: Curt Markgraf

Visitors: None

1. Approval of agenda: Holmgren made a motion to accept the agenda. Thornton second the motion and the motion passed unanimously.
2. Approval of the October 2013 Minutes: Motion by Thornton and second by Holmgren to approve the Minutes. Motion approved unanimously.
3. Approval of the bills: Thornton made a motion to pay the bills and Holmgren second the motion after Wrigg clarified that the bill for Juv. Fiction was for Adult fiction. Motion passed unanimously.
4. Financial Report: Year-to-date Financial Report (Wrigg): Wrigg explained that non-resident reimbursement will be received in November & December. Wrigg would like to operate with a cushion of \$35,000 because of the next payment doesn't come until July 2014.

5. Friends Update: No report

6. Foundation Update:

The Foundation Walk was held on October 19th. Sponsors contributed \$840 and registration brought in \$320. Sanford provided water bottles and snacks. Green T-shirts were purchased for the walkers.

The Foundation is paying for the library computer software updating, which the board greatly appreciated.

Wrigg has not met with Foundation Chairman Nettetstad regarding the shelving project.

7. Director's Report (Wrigg)

a. Budget 2014:

Wrigg explained the 2014 proposed budget. Rotvold made a motion to approve the 2014 budget and Holmgren second the motion. The Motion passed unanimously.

b. Shelving:

The shelving & flooring project was discussed. Holmgren made a motion to move forward with replacing the shelving in the children's area and the flooring in the children's area and the circulation area. Rotvold second the motion. The motion passed unanimously.

Rotvold made a motion to go with ordering the flooring. Holmgren second the motion. The discussion remains open.

Thornton made a motion to be close January 6, 2014 until January 21, 2014 for remodeling. Inventory will also be done during this time. Motion approved unanimously.

c. Long Range planning: Wrigg presented the 2013-2016 Long Range Plan. She also provided a copy of the 2011-2014 Long Range Plan for comparison. Rotvold made a motion to accept the 2011-2014 Long Range Plan and Thornton second the motion. The motion was passed unanimously. Wrigg will send the Long Range Plan to Peg Warner at Viking Library System.

d. Holiday closing 2014: Holmgren made a motion to grant the library holiday closings as presented by Wrigg. Rotvold second the motion. There were no changes from the 2013 holiday schedule. Motion passed unanimously.

8. Chairman's Discussion: Window blinds for the children's area were discussed and the board will try to find funds to replace the window blinds while improvements are being made to that area of the building. The cost would be about \$1075.

9. Next Meeting: Thornton moved to adjourn and Rotvold second the motion. The motion passed unanimously. The next meeting is Monday December 2, 2013 5 p.m.

Respectfully submitted

Ruth Holmgren

Secretary