

Library Board Meeting

Levorsen Community Room

Pelican Rapids Public Library

Wednesday, January 2, 2013 5PM

Present: Chairman Scott Fox, Ruth Holmgren, Mary Sorum, Theresa Thornton, Kris Thompson, & Annie Wrigg

Visitors: None

1. **Approval of agenda:** Motion by Holmgren and second by Thornton to approve the agenda as printed.
2. **Election of Officers:** Sorum made a motion to elect the following slate of officers for 2013.
 - a. Ruth Holmgren (2013) - Secretary
 - b .Kris Thompson (2014) – Member at Large
 - c. Mary Sorum (2014) - Vice-President
 - d. Scott Fox (2015) – President
 - e. Theresa Thornton (2013) – Bill Checker

Motion was second by Holmgren. Motioned passed unanimously.

3. **Approval of December minutes:** Motion made by Thornton and second by Holmgren to approve December minutes. Motion passed unanimously.
4. **Approval of the bills:** Bills were reviewed by Thornton and approved on a motion by Thornton and second by Holmgren. Motion passed unanimously.
5. **Financial Reports: Year -to-date Financial Reports (Annie):** Annie presented the Financial Report. Sorum made a motion to accepted the Report as presented by Annie. The motion was second by Thompson and passed unanimously.
6. **Director's Report (Annie):**

-a. Building Update: 1) The carpets will be cleaned President's Weekend as two days are needed for drying. The cost is \$600. The cleaner suggested that the carpets be cleaned twice a year. 2) Annie is working with Climate Makers to get

the temperature of the building better regulated. 3) The sidewalk on the east side of the building was discussed. The city will be putting up the barriers to prevent people from using that sidewalk as the snow and ice are difficult to remove from there. 4) Annie is waiting to hear from Trevor Steeves at the school about the research he is doing on outside lighting. The present light bulbs are so expensive and don't seem to last very long. Annie will keep us posted on what she finds out.

-b. "Tree"t tree update: 1) The tree was a success. Patrons had the choice of purchasing a children or young adult book for the library or to "purchase an author" which meant they paid for the author's next book and have the right to be the first person on the reserved list for the new book. Children's books were by far the most popular books purchased. This seemed to indicate that adults want classic children's books in the hands of young readers. 2) Kathy Knutson-Olson (co-chair of Friends) came up with an idea to "Give a Gift" to the library. A box was placed by the Christmas tree and patrons could bring the library a gift in the form of supplies need at the library Ex. Kleenex, pens, pencils, toilet paper, etc. The "gifts" received were much needed and appreciated supplies. Both of these ideas may be used again during the year.

3) Hot Reads for Cold Nights began today (January 2) The mystery book idea is being used again like last year. Friends will be doing the 3 Books & Brunch.

-c. Budget: The following items were discussed and then acted upon.

i. Approval of new pay scale

ii. Update of pay raise

iii. Approval of 2013 budget

The 2013 budget was reviewed, discussed and on a motion by Sorum and second by Holmgren the 2013 budget was approved by a unanimous vote. After a lengthy discussion, Holmgren made a motion and Sorum second it to approve the new pay scale and grant the staff a 1.5% pay raise. The motion was approved unanimously. The 1.5% is the same % as other city employees received.

The board asked Annie to inform the staff that the board greatly appreciates all the extras the staff has had to do during these difficult times.

7. Chairman's discussion: Holmgren's term is up on the Viking Library Board. She agreed to serve another term on the Viking Library Board.

8. Next Meeting: Thornton moved to adjourn and Holmgren second. Motion passed unanimously. The next meeting is February 6, 2013 5p.m.

Respectfully submitted

Ruth Holmgren

Secretary