

Library Board Meeting
Levorsen Community Room
Pelican Rapids Public Library
Wednesday June 5, 2013 5:00 p.m.

Present: Ruth Holmgren, Teresa Thornton, Mary Sorum, & Annie Wrigg

Visitors: Curt Markgraf

1. Approval of agenda: Holmgren made a motion to accept the agenda. Thornton second the motion. Motion passed unanimously.

2. Approval of the May 2013 Minutes: Motion by Thornton and second by Holmgren to approve the Minutes after spelling corrections were made to the Minutes. Motion approved unanimously.

3. Approval of the bills: Thornton reviewed the bills. Thornton made a motion to pay the bills and Holmgren second it. Sorum will sign the bills for the city. Motion passed unanimously.

4. Financial Report: Year-to-date Financial Report (Annie):

1) All checks from the townships that gave donations for 2013 have been received.

2) First payment for non-resident reimbursement is July 1st.

3) Books are over budget, but very little ordering will take place until October.

4) The insurance check for \$3427.51 has arrived for the water damage. The bills to Crane Johnson, Miller & Son Drywall, & Service Master Clean will be paid. Marty Electric bill has not received.

5) The back flow valves have been checked and will need replacing. They are usually replaced every 5 years and the library's has been more than 7.

5. Friends Update:

-a. Once Upon a Time June 8th, 2013 Faith Church: Holmgren reported that the Fundraiser has been moved to Trinity church because of limited parking with Shada Shootout being held at the same time at the high school and elementary schools.

6. Director's Report (Annie):

-a. Building update:

1) The water damage has been repaired and the walls have been painted. The mop boards have not been replaced as scheduled events have not made it possible to complete this part.

2) The urinal problem in the men's bathroom has not been solved. Brian Olson is working on this problem. Marty Hanson has been contacted.

3) Nancy Jensen's family is working on the flower gardens at the library again this year.

4) Annie has located a 1892 white rose that is a Minnesota weather survivor. She will pursue purchasing one to be planted in the Library flower garden (with a plaque) in memory of Scott Fox. She will let board members know the cost.

5) Patrons have complained about the library being overly warm. The weather is causing this to occur. If the temperature gets over 81 degrees Annie will override the system.

6) Blood born pathogen training was held on May 17th.

-b. Summer Reading:

i. Summer Reading Children's sign up.

a) Sara has 30+ children enrolled in the younger children group. They are making 12 hour worms. 2 children have already read 12 hours and as of today 3,800 minutes of reading time had been turned in.

b) The 4-6 grade group has 10 children enrolled so far.

ii. Summer Reading Adult's

a) Signup began on Monday, June 3rd for the Adult program. For this program adults will enter in a drawing for every 5 books read, there is no special requirements as there is for the Hot Reads programming.

iii. Books and Brunch

a) Annie has been in contact with the Friends' president and it is still a go for the Friends to provide the food for the June 28th Books and Brunch.

iv. Volunteers needed all summer, especially June 4-June 28.

a) The book shelving is being taken care of by volunteers.

b) Kay Albright has been retrained for Julie's job while Julie is on her Uganda mission trip.

c) Training is going well with Melanie.

–c **Website update:**

1) Lana Grefsrud continues to work on the library and foundation website. As of Friday we will own our domain. No date has been set as to when it will be in service. It will be a basic site telling: 1. who we are 2. where we are 3. what we do. Grefsrud will maintain the website and will retain the code. The cost for designing the website may be funded by the Library Foundation.

-d. **Open Board slots:**

1) Holmgren made a motion and Thornton second the motion to appoint Curt Markgraf to fill Scott Fox's 3 year term on the Library board. Markgraf is a city representative.

2) The vacancy on the board for 1 ½ years created by Kris Thompson resignation is still open.

6. Chairman's discussion:

1) Sorum asked if the board meeting could be moved to the first Monday instead of the first Wednesday as it interferes with church night. Board members decided Monday would work. The July 1st meeting will be at 4 p.m. instead of 5 p.m. to accommodate a schedule conflict.

2) Sorum met with Mr. Solga and Mrs. Ehlert at city hall regarding library concerns.

3) Holmgren reported on NLLN distribution of Caldecott nominated book distribution to school libraries. She will also serve another year on the NLLN board. She suggested the board should be thinking about a replacement on the Viking board to replace her when Holmgren's term is up in December.

7. Next Meeting: Holmgren moved to adjourn and Thornton second. Passed unanimously. The next meeting is Monday July 1, 2013 4 p.m.

Respectfully submitted
Ruth Holmgren
Secretary