

Library Board Meeting  
Levorsen Community Room  
Pelican Rapids Public Library  
Monday August 7, 2013 5:00 p.m.

Present: Ruth Holmgren, Teresa Thornton, Mary Sorum, Curt Markgraf, & Annie Wrigg  
Visitors: None

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

2. Approval of the July 2013 Minutes: Motion by Markgraf and second by Thornton 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. Motion passed unanimously.

4. Financial Report: Year-to-date Financial Report (Annie): The financial report was reviewed and the budget for 2014 is being worked on.

5. Friends Update: Wrigg attended the Friends of the Library meeting and Holmgren had been informed by Co-President Nancy Palubicki of the happenings at the meeting.

a. The Friends donated \$3,716.38 from the Once Upon a Time theme table fundraiser to the library for purchase of books. Wrigg will purchase Large Print and Audio books with the money donated.

b. The Book Truck has been going well although at times the weather hasn't been overly cooperative. The \$3000 goal will hopefully be reached.

c. The second Once Upon A Time theme tables fundraiser will be held on June 21, 2014.

d. The annual Friends of the Library meeting and Volunteer appreciation will be held August 15, 2013 at 7:00pm. The theme for the night is Dig into History, Dig into Books, Dig into Volunteering.

6. Foundation Update:

a. The Foundation met in July and Wrigg attended. The Foundation board approved paying for the website and maintaining of the site for \$675. The library will have 5 pages and the Foundation will have one page.

b. They approved updating the software on 14 computers. The last software update was 2008.

c. The Foundation is scheduling another walk for September 14th. Thornton mentioned that the school dance team has one scheduled for that day. The library board will wait to see if that date is changed.

7. Director's Report (Annie)

-a. Budget Update:

Sorum and Wrigg met with Solga and Ehlert a week ago about the 2014 budget. The budget will go to the city budget committee (Foster/Strand).

The state deadline is September 15th. The approval of the final budget by the City Council is in December. Sorum felt positive about the meeting. The library has had no increase in the budget money since 2005. Sorum stated that Wrigg did a nice job of presenting the budget.

-b. Summer Reading:

1) The summer children's reading program is completed. The children read

43,400 minutes. The colorful paper chain in the library is very impressive with each link showing 15 minutes. Sara had 47 children enrolled in the children's PreK – 3 Dig into Reading program. There were 16 who attended the entire program. The 4-6 group had 21 registered and 6 completed the entire program.

2) The adult summer reading program will finish on August 23rd. Books and Brunch will be held on that day.

–c Other items:

- 1) Wrigg attended a workshop on RDA which is nationally used.
- 2) Steam Roller Art will be here on August 15th from 2-6 pm.
- 3) Wrigg will be meeting with Peg Warner (Viking Library System director) about the type of shelving for the library.
- 4) Wrigg will be meeting with other area library directors at Viking Library Systems in Fergus Falls on August 8th.
- 5) Wrigg will be off the 9th and the 10th of August and she will be on vacation from August 19th-23rd. Holmgren and Sorum will assist the 2 nights that the library will be short staffed.
- 6) A chart of library patron traffic from March 2012 through July 2013 was given to the Library Board by Wrigg. 2013 showed an increase in traffic in the library with 500 more patrons for the month of July 2013 which is about 30 patrons an hour. There was usually 2 staff members on duty.

7. Chairman's discussion: No discussion

8. Next Meeting: Thornton moved to adjourn and Markgraf second the motion. The motion passed unanimously. The next meeting is Wednesday, September 4, 2013 5 p.m.  
Date changed because of Labor Day. Peg Warner, Viking Library System Director will be presenting.

Respectfully submitted  
Ruth Holmgren  
Secretary