Board Meeting

October 16, 2014

Board Members Present: Ackerman, Gessner, Johnson, Olson, VanDelinder

Staff Present: Kaup

President Susan Gessner called the meeting to order at 4:15 PM.

The agenda was approved as printed.

Ryan Ackerman moved and Lisa Olson seconded the motion to approve the minutes of the September 18, 2014 meeting. Motion carried.

Ryan Ackerman moved and Lisa Olson seconded the motion to approve the October 2014 budget expenditures of $128,838.78, the October 2014 memorial fund expenditures of $557.17 and the financial report. Motion carried.

**Director’s Report**

1. **Activities/Programs (September):**
   Programs: Story Hours (9), CLC (2), LEGO Club (1), Read Dog (2), NCRC Science Fun Presentation (1), Movie Matinee (1), Teen Programs (5)

2. **Financial Report:**
   - Budget Expenditures October 10, 2014 128,838.78
   - Memorial Expenditures October 10, 2014 557.17
   - Fund Balance October 10, 2014 400,977.80
   - Memorial Fund Balance October 10, 2014 49,846.63

   Copies of financial report provided.

3. **Friends Activities:** The Fall Book Sale is being held October 16-18.
   The Friends annual membership meeting will be held on Friday, November 21, 12:00 Noon at the Grand Hotel.

4. **Mountain Plains Library Association Conference:** Three staff members will be attending the Mountain Plains Library Association Conference in Scottsdale, Arizona November 12 - 14.

5. **Lawn and Irrigation Restoration Projects:** Part of the irrigation system has been replaced and the lawn growth is progressing very well on the north side and southeast corner of the library.

6. **Hazardous Mitigation Projects:** Wright Bros will begin demolition of the concrete wall by the basement door and begin construction on the new sidewalk and Wall on Friday or Monday. Main Electric has ordered the generator with an estimated arrival date of November 15.
7. **RFID Project**: Mary Wheeler, Technical Services Librarian, reports that over 18,000 books have received RFID Tags.

8. **Repair of West Precast Wall**: The City of Minot approved the bid from Rolac Construction to repair the precast wall on the west side of the building. This project is funded by FEMA.

9. **Otto Bremer Grant Application Status**: Bremer Foundation staff visited the Library to discuss the grant application for the Teen Makerspace. They were very positive about the project and felt that we were well prepared to implement the grant.

10. **Geek Your Library**: We had a delayed “Geek Your Library” kickoff at the downtown block party on September 27. Over 100 individuals signed up for our drawing at our booth. Take note of the Geek display in the Library lobby.

**Business**

1. **Screening and Interviewing Process for Library Director Candidates**: The Library board discussed the timeline for the library director selection process and the makeup of the committee to conduct the Skype interviews. Alan VanDelinder moved and Ryan Ackerman seconded the motion that the initial Skype screening committee included Lisa Olson, Susan Gessner, a city department head and a member of the Friends of the Library. Motion carried.

   It was the consensus of the Library Board that the target date for the Skype interviews would be Wednesday, November 12. The City Human Resources Department will screen candidates to determine if they meet the required qualifications. The Skype interview committee will determine which candidate(s) to forward to the Library Board for an interview.

The meeting was adjourned at 5:20 PM.

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Lisa Olson, Secretary