Board Meeting September 3, 2014

Board Members Present: Ackerman, Gessner, Johnson, Olson

Staff Present: Kaup

President Susan Gessner called the meeting to order at 12:00 PM.

Lisa Olson moved and Ryan Ackerman seconded the motion to approve the agenda with the additions of Otto Bremer Grant and Board Meeting Days/Time. Motion carried.

Ryan Ackerman moved and Lisa Olson seconded the motion to approve the minutes of the July 17, 2014 meeting. Motion carried.

Ryan Ackerman moved and Lisa Olson seconded the motion to approve the August 2014 budget expenditures of $112,548.20, the August 2014 memorial fund expenditures of $1,289.46 and the financial report. Motion carried.

Lisa Olson moved and Deborah Johnson seconded the motion to approve the August financial report. Motion Carried.

**Director’s Report**

1. **Activities/Programs (July):**
   Programs: Story Hours (27), CLC (3), Monday Movie Madness (4), Summer Programs (8), Lego Club (1), State Fair Booth (1), Teen Programs (7)

2. **Financial Report:**
   - Budget Expenditures August 15, 2014: 112,548.20
   - Memorial Expenditures August 15, 2014: 1,289.46
   - Fund Balance August 15, 2014: 586,010.18
   - Memorial Fund Balance August 15, 2014: 51,193.23

3. **Summer Reading Program:** Report was provided
   Attendance of summer programs for both Teens & Children is up substantially:
   - Children attending programs in June & July: 2013 3113, 2014 3113, +55%
   - Teen’s attending programs in June & July: 2013 140, 2014 217, +35%

   Paulette Nelson, Pam Carswell and staff have done an excellent job with programs and promotion.

4. **Summer Reading Party:** Over 400 children and adults participated in the end of summer reading party event on August 14 at the South Hill Software Complex in cooperation with the Minot Recreation Department. Games, a bounce house and a magician were provided.

5. **North Dakota Library Association Conference:** This year the NDLA conference
will be held in Bismarck at the Ramada Inn September 17 - 20. If you are interested in attending please let me know. Attached is the program. Four staff have registered to attend so far.

6. **Great Tomato Festival**: The Great Tomato Festival was a huge success. The Festival should net over $45,000 compared to $40,000 last year. We had 87 sponsors and over 290 auction items. Approximately 900 people attended this year compared to 800 last year. Over 125 volunteers helped make the Tomato Festival a success. This year’s income benefits the Friends of the Minot Public Library, the Taube Museum of Art and the Minot Symphony Orchestra.

7. **Celtic Guitarist**: Over sixty individuals attend the performance of Celtic Fingerstyle Guitarist Jerry Barlow on Tuesday, July 22. The Friends of the Library sponsored the concert. The excellent crowd can be partially attributed to the three non-profit ads we had in the Minot Daily News and the Library’s social media.

8. **Archaeological Program**: A friend of mine, Amanda Watts, will be giving a program about the Mes Aynak archaeological site in Afghanistan on Saturday, September 13, 2:00 PM at the Library. Amanda returned recently from working on the site for one year.

   Mes Aynak is located in the barren mountains of Logar Province, Afghanistan, about 50 miles southeast of Kabul. Aynak Mountain contains Afghanistan’s largest copper mineral deposit, and atop of this mountain sits an ancient settlement with a 5,000 year history, beginning with a Bronze Age village beneath a later Buddhist monastery complex with over 400 statues, mural wall paintings and ceremonial stupa platforms still preserved within the archaeological remains.

9. **“1814 The Year of Miracles” Exhibit**: This exhibit of posters with accompanying brochures will be at the Library in October 2014. The exhibit celebrates the bicentennial of the of the Norwegian Constitution and 200 years of democratic development in Norway. It is made possible by the Royal Norwegian Consulate General in Minneapolis and Hostfest.

10. **Geek Your Library**: Geek your Library was kicked off on August 23. Janet Anderson will provide you with a report on the progress of Geek Your Library and the schedule of events.

11. **RFID Project**: Mary Wheeler, Technical Services Librarian, has the RFID project moving forward in a very efficient manner with staff attaching tags to books. It is our goal to tag 44,000 books by the end of the year including new books. It is our goal to have the self check implemented by October 31.

12. **Lawn, Irrigation, & Hazardous Mitigation Projects**: The projects which were suspended in time are slowly moving forward. Birdy’s Hydromulching removed dirt and brought in new dirt for the restoration of the lawn. Currently Huber Sprinklers is beginning the installation of the irrigation system on the north side of the building. After 7 weeks FEMA gave approval to move forward on the Hazardous Mitigation Project. Contractors have been notified by Architect.
13. **Otto Bremer Grant Application**: We submitted a grant application for a “Makerspace” primarily to serve teens for $34,018. A match of $4,000 will be contributed by the Friends of the Library. Janet Anderson, Pam Carswell, and Jerry Kaup develop the grant application. The board approved submitting this grant request to the Otto Bremer Foundation. Bremer Foundation Staff will notify us by mid November. Attached is a copy of the online grant application.

**Business**

1. **Board Committee Appointments for 2013 - 2014:**
   - Building & Grounds: Ackerman & VanDelinder
   - Programs & Public Relations: Olson & Johnson
   - Personnel & Policy: Olson & Johnson
   - Budget & Finance: VanDelinder & Ackerman

2. **Dress Code**: Ryan Ackerman moved and Deborah Johnson seconded the motion to approve the revised dress code as changed. Motion carried with Yea: Ackerman, Johnson; Nay: Olson.

3. **Human Resource Policy**: Consideration of revisions in the Human Resource Policy were tabled. The Personnel & Policy Committee (Johnson & Olson) asked for a copy of the of the Human Resources Policy to be emailed to them. A date for the review will be determined later this month.

4. **Otto Bremer Grant**: Ryan Ackerman moved and Deborah Johnson seconded the motion to approve the grant application submitted to the Otto Bremer Foundation. Motion Carried.

5. **Board Meeting Date and Time**: It was moved by Lisa Olson and seconded by Ryan Ackerman that the library board meetings continue to be held at 4:15 pm on the 3rd Thursday of the month. Motion Carried.

The meeting was adjourned at 1:00 PM.

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Lisa Olson, Secretary