

## Carver County Library System

Minutes of the Regular Meeting  
Norwood Young America Meeting Room  
4:30 p.m. Regular Board Meeting  
October 11, 2016

**Call to order:** Library Board President Linnea Chrest called the meeting to order at 4:29 p.m.

**Board Members Present:** Linnea Chrest , James Weygand, Barbara Colhapp, Gwen Kuhrt, Wayne Mortensen

**Library Staff Present:** Heidi Hoks (Library Director); Kathy Bognanni (CN/VC Branch Manager); Paul Ericsson (NYA, WT, WAC Branch Manager); Janet Karius (Chaska Branch Manager)

**County Staff & Officials present:** none

**Absent:** Gayle Degler, County Commissioner/ Library Board Liaison; Nick Koktavay, Deputy Division Director

### **Approval of Agenda:**

- *Wayne Mortensen/ Barbara Colhapp* moved to approve the agenda of the October 11, 2016 Library Board meeting as presented. Passed unanimously.

### **Approval of Minutes of Meeting:**

- *Jim Weygand/Wayne Mortensen* moved to approve the minutes of the September 13, 2016 Library Board meeting as presented. Passed unanimously.

### **Introduction of Visitors :**

Steve Helget, Norwood Young America City Administrator, gave a presentation about new developments in the city of Norwood Young America. Items covered included new businesses and expansions, the highway 212 project, housing growth, and the opening of Haven in 2016.

### **Action Items:**

- Policy Review: Internet Use policy. Branch Manager Janet Karius presented the policy. Questions and discussion followed. *Wayne Mortensen/Barbara Colhapp* moved to accept the Meeting Room Policy as presented. Passed unanimously.
- Establish 2017 Board Meeting Dates, Times and Locations postponed to a future meeting.

- Establish 2017 Library Holidays/Trainings/Hours. Branch Manager Janet Karius presented the 2017 Library Holiday & Training Schedule. *Barbara Colhapp/Wayne Mortensen* moved to accept. Passed unanimously.
- Approval of Fines and Fees Schedule. Library Director Heidi Hoks presented the Fines and Fees Schedule. Discussion followed. *Barbara Colhapp/Gwen Kuhrt* moved to approve. Passed unanimously.

### **Unfinished and New Business :**

- Law Library. Library Director Heidi Hoks requested a delay in the Law Library report until 2017. Law librarian Brenda Wolfe expects to be back November 1.
- Foundation Fall Fundraiser Update. Library Director Heidi Hoks described the Library Foundation of Carver County Fall Fundraiser to be held at Dolce Vita Wine Shop in Chaska on Thursday, October 27 from 7:00-9:00 p.m. Tickets may be purchased at Carver County libraries or at the door. All proceeds will go to purchase Book Club in a Bag kits for the library.
- Foundation Barnes and Noble Fundraiser Update. Library Director Heidi Hoks described the Library Foundation of Carver County Barnes & Noble Bookfair to be held at the Eden Prairie Barnes & Noble on Sunday, November 20, from noon-6:00 p.m. Library supporters may also purchase items online from 11/20-11/25/2016. Carver County libraries will have vouchers for the event. Storytimes and an author event will be part of the activities. Proceeds will purchase replacement books for the library.
- Summer Reading Program Report. Branch manager Paul Ericsson presented information about the 2016 Summer Reading Program. He emphasized the four outcomes of maintaining reading skills, comprehension, learning, and experiences. He described the summer activities, and he plans to provide an executive summary next month.

### **Administrative Reports:**

- Budget Update. Library Director Heidi Hoks noted that the budget was much like last month. It is included in the Board Packet.
- Library Director' Report. Library Director Heidi Hoks stated her report stands as submitted. Heidi Hoks asked Library Board member Jim Weygand if he would like to discuss his experiences at the Minnesota Library Association annual conference. Jim talked about his conference program and future role as president of the Minnesota Library Trustees Association.

- Team Updates—none
- Division Deputy Director’s Report—none

**Trustee and Commissioner Reports**

- Branch Reports were submitted in Board Packet.
- Library Foundation of Carver County. There was a brief discussion about branch Friends group representation at the Library Foundation meetings.

**Service of the Month:**

Information about the October Service of the Month—“Ancestry.com “ was submitted in Board Packet.

**Media Packet:**

The Media Packet with the November 2016 Calendar and copies of press materials was submitted in Board Packet.

**Adjournment:**

*Wayne Mortensen/ Gwen Kuhrt* to adjourn meeting at 6:00 p.m.

**Next Regular Meeting:** Chanhassen Library Longfellow Room at 4:30 pm on Tuesday, November 8, 2016

Respectfully submitted by Kathy Bognanni for James Weygand, Secretary