

## CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Meeting  
City of Waconia – Oak Room  
4:30 p.m. Regular Board Meeting  
September 12, 2017

**Call to Order:** Gwen Kuhrt called the meeting to order at 4:30 p.m.

**Board Members Present:**, Gwen Kuhrt, Tom O'Connor, Wayne Mortensen

**Absent:** Linnea Chrest, Barbara Colhapp

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

**County Staff & Officials:** Gayle Degler (County Commissioner / Library Board Liaison)

**Guests:** Susan Arntz (Waconia City Administrator), Jim Weygand (President of MLA's Trustee and Advocates division)

### **Approval of Agenda:**

- *Wayne Mortensen / Tom O'Connor* moved to approve the agenda of the September 12, 2017 Library Board meeting. Passed unanimously.

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

- *Wayne Mortensen / Gwen Kuhrt* moved to approve the minutes of the August 8, 2017 Library Board meeting with the revision that Linnea was absent. Passed unanimously.

### **Public Comment / Introduction of Visitors:**

- Susan Arntz, Waconia City Administrator, provided a report on current issues and events in the City of Waconia, including information about private development along Highway 5, roadway projects on the west side of town, city park projects, comprehensive plan development and some survey results.
- Jim Weygand provided an update about the MN Library Association annual conference, and the presentation that will be given at the conference by the Trustee and Advocates division.

### **Action Items**

- **Establish Library Holidays/Training Hours:** A proposed schedule of Holiday and Training dates for 2018 was presented. *Wayne Mortensen / Gwen Kuhrt* moved to approve the schedule as presented. Passed unanimously.
- **Establish Library Board meeting dates and locations:** A proposed schedule of Library Board meetings for 2018 was presented. *Wayne Mortensen / Tom O'Connor* moved to approve the schedule with the confirmation of a meeting location for Victoria. Passed unanimously.
- **Public Services Division meeting:** Director H.Hoks explained that the Public Services Division meeting scheduled for October 10<sup>th</sup> would not require closure of the branch libraries. *Gwen Kuhrt / Wayne Mortensen* moved to rescind the approval granted by the Library Board at the June 13, 2017 meeting to close the libraries on October 10th. The library branches will now be open regular hours that day.

**Unfinished and New Business:**

- **Fall Foundation Fundraising Event:** The Library Foundation Fall Fundraiser will be a wine tasting event at the Dolce Vita Wine Shop on Wednesday, October 25<sup>th</sup> from 6:30-8:30 pm. There will also be a presentation of book suggestions for holiday reading and a craft activity. Tickets are \$10 that can be purchased in advance at the libraries or at the door.
- **Board attendance at MLA:** The Library will pay for Library Board member attendance at the Minnesota Library Association conference to be held in Rochester on Oct. 5<sup>th</sup> and 6<sup>th</sup>. Friday, Oct. 6<sup>th</sup> has programs with topics especially of interest for Library Trustees and Friends.

**Administrative Reports – Library Director’s Report:**

- Library Director Heidi Hoks gave an update on the Library’s budget and year-to-date spending.

**Team Updates** - none

**Trustee and Commissioner Reports:**

- Branch Reports were submitted in Board Packet.

**Media Packet:**

- The Media Packet with the October 2017 Calendar and copies of press materials was submitted in the Board Packet.

**Adjournment:**

*Wayne Mortensen / Tom O’Connor* moved to adjourn the meeting at 5:45 p.m. Passed unanimously.

**Next Meeting:** Tuesday October 10, 2017 at 4:30 p.m. in the Cologne City Hall Conference Room.

Respectfully submitted by Janet Karius for Library Board Secretary.