

CARVER COUNTY LIBRARY BOARD

Minutes of the Regular Meeting
Norwood Young America Library
4:30 p.m. Regular Board Meeting
June 12, 2018

Call to Order: Gwen Kuhrt called the meeting to order at 4:30 p.m. A quorum was met.

Board Members Present: Gwen Kuhrt, Donna Stacken, Frank Foss, Matt Udermann (new member)

Absent: Barb Colhapp

Library Staff & Library Foundation Present: Heidi Hoks (Library Director), Patrick Jones (CN/VC Branch Manager); Paul Ericsson (NYA, WT, WAC Branch Manager); Janet Karius (CH Branch Manager); Bob Lincoln (System Administrator); Tari Clay (Volunteer and Outreach Coordinator)

County Staff and Officials: none

Absent: Gayle Degler (County Commissioner / Library Board Liaison); Nick Koktavy, Deputy Division Director

Approval of Agenda:

Frank Foss / Donna Stacken moved to approve the agenda of the June 12, 2018 Library Board meeting. Passed unanimously.

Approval of the Minutes Meeting:

Frank Foss / Donna Stacken moved to approve the minutes of the May 8, 2018 Library Board meeting. Passed unanimously.

Public Comments / Introduction of Visitors

Steve Helget, Norwood Young America Administrator was introduced. Mr. Helget reviewed developments occurring in city, including new businesses, expansion of current businesses, efforts to re-energize downtown area, housing starts, and 212 underpass project.

Action Items

Matt Udermann / Frank Foss moved to delay discussion of schedule of review policies to July Library Board meeting. Passed unanimously.

Unfinished and New Business

- Tari Clay, Library Volunteer and Outreach Coordinator, discussed her work with volunteers, the homebound program, tax services, and deposit collections.

- Task Force Updates: As part of staff development initiative, several tasks forces were created. Updates from Circulation, Readers' Advisory, and Reference task forces were included in Board Packet. Technology Training Task Force report was distributed at meeting.
- Minnesota Library Trustees Handbook Review: Documents distributed but tabled until August meeting for discussion.

Administrative Reports:

- Library Director Heidi Hoks reviewed budget allocations and spending. Budget is on target.
- Library Director Heidi Hoks introduced Bob Lincoln, new System Administrator. She also mentioned that VIC librarian Jodi Edstrom recently won Public Service Division award as Colleague of the Year.

Team Updates:

- None

Trustee and Commissioner Reports:

- Branch reports were submitted in Board Packet

Media Packet:

- The Media Packet with the copies of press materials was submitted in the Board Packet

Adjournment

- Frank Foss / Matt Udermann moved to adjourn meeting at 6:07 p.m. Passed unanimously.

Next Meeting:

Tuesday, July 10 at 4:30 p.m. at Mayer City Hall

Respectfully submitted by Patrick Jones, Board Secretary