

CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Meeting
Mayer – City Council Chambers
4:30 p.m. Regular Board Meeting
July 10, 2018

Call to Order: Gwen Kuhrt called the meeting to order at 4:33 p.m. A quorum was met.

Board Members Present:, Gwen Kuhrt, Donna Stacken, Matt Udermann

Absent: Barbara Colhapp, Frank Foss

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

County Staff & Officials: Gayle Degler (County Commissioner / Library Board Liaison) ; Nick Koltavy (Deputy Division Director)

Other: Jim Weigand

Approval of Agenda:

- *Donna Stacken / Matt Udermann* to approve the agenda of the July 10, 2018 Library Board meeting, noting that Mayer City Administrator was not present to give an update on the City of Mayer, and that the photograph of the new Board would be deferred to the next meeting. Passed unanimously.

Approval of Minutes of Meeting:

- *Matt Udermann / Donna Stacken* moved to approve the minutes of the June 12, 2018 Library Board meeting as presented. Motion approved unanimously.

Public Comment / Introduction of Visitors:

- Jim Weigand provided an update on the three MALF workshops offered August 28-30 at various locations, and the MLA conference in St. Cloud from October 11 & 12, 2018. Discussion followed regarding advocacy and legislative issues.

Action Items:

- Policy review process. Janet Karius provided an overview of the policy review process as well as the history and role of Library policies.
- Freedom To Read policy; Freedom To View policy; Library Bill Of Rights policy. These 3 policies were grouped together for discussion as they are based on ALA statements. *Matt Udermann / Donna Stacken* moved to approve these 3 policies. Motion approved unanimously.
- Volunteer Services policy; Policy Review policy; Employee Recognition policy; Employee Recognition policy; Friends of the Library policy. These 5 policies were grouped together for discussion and approval. *Donna Stacken / Matt Udermann* moved to approve these 5 policies. Motion approved unanimously.

- Approval of proposed Library fees for 2019. Handout with summary of changes was reviewed. *Matt Udermann / Donna Stacken* moved to approve the proposed Library Fees for 2019. Motion approved unanimously.

Unfinished and New Business:

- Strategic Plan – half year review of progress. Presentation by Library Director Heidi Hoks. Q&A included replies by the Library Director and Branch Managers.

Administrative Reports – Library Director’s Report:

- The Library Director’s report and budget report were submitted in Board Packet and reviewed at the meeting. Heidi Hoks highlighted and answered questions.

Team Updates

- None scheduled for presentation

Administrative Reports – Division Deputy Director’s Report:

- Division Deputy Director Nick Koktavy provided an update from the County and also some news related to the Chaska Library building project.

Trustee and Commissioner Reports:

- Branch Reports were submitted in Board Packet and highlights provided by Branch Managers.
- Library Foundation – no report given as Barbara Colhapp was absent.

Media Packet:

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

Adjournment:

Matt Udermann / Donna Stacken moved to adjourn meeting at 6:07 p.m. Passed unanimously.

Next Meeting: Victoria Recreation Center, 4:30 pm on Tuesday, August 14, 2018

Respectfully submitted by Paul Ericsson for Library Board Secretary