

CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Meeting
Waconia Library Activity Room
4:30 p.m. Regular Board Meeting
April 10, 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, Barbara Colhapp, Donna Stacken (new member), Frank Foss (new member)

Absent: Tom O'Connor

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) ; Karen Shoutz (Library Foundation)

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

Absent: Nick Koltavy, Deputy Division Director

Approval of Agenda:

- *Barbara Colhapp / Gwen Kuhrt* to approve the agenda of the April 10, 2018 Library Board meeting. Passed unanimously.

Approval of Minutes of Meeting:

- *Barbara Colhapp / Gwen Kuhrt* moved to approve the minutes of the January 9, 2018 Library Board meeting as presented. Motion approved unanimously.
Note there was no meeting in February and no quorum at the March 13, 2018 meeting.

Public Comment / Introduction of Visitors:

None

Action Items:

- Election of 2018 Library Board officers: *Frank Foss / Barbara Colhapp* moved slate of officers for 2018: Gwen Kuhrt, President ; Donna Stacken, Secretary. Motion approved unanimously
- Appointment to Library Foundation: *Gwen Kuhrt / Frank Foss* moved that Barbara Colhapp be appointed as Library Board representative to the Library Foundation. Motion approved unanimously
- Approval of Technology Plan 2017-2019. Heidi Hoks provided an introduction to the Technology Plan, and answered questions. *Donna Stacken / Barbara Colhapp* moved to approve Technology Plan for 2017-2019. Motion approved unanimously.

Unfinished and New Business:

- Welcome to new Library Board members Donna Stacken and Frank Foss.
- Heidi Hoks presented a draft of the 2017 State Report. Discussion followed.
- Budget work session. Heidi Hoks discussed the 2020 budget that is being developed. A handout was provided outlining a request for additional staffing and a draft of the County Library's expenses related to the proposed new Chaska Library building.

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 related to vacancy savings ; equipment for Chanhassen Branch ; rollovers not yet posted ; periodicals ; and the Law Library.

Team Updates

- None scheduled for presentation

Administrative Reports – Division Deputy Director's Report:

- Division Deputy Director – none

Trustee and Commissioner Reports:

- Branch Reports were submitted in Board Packet.
- Library Foundation – Barbara Colhapp reported that the last Foundation meeting was cancelled due to snow and winter weather.

Media Packet:

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

Adjournment:

Frank Foss / Donna Stacken moved to adjourn meeting at 5:53 p.m. Passed unanimously.

Next Meeting: Watertown City Hall 4:30 pm on Tuesday, May 8, 2018

Respectfully submitted by Paul Ericsson for Library Board Secretary