

CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Meeting
Chanhassen Library
4:30 p.m. Regular Board Meeting
November 13, 2018

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

Board Members Present: Gwen Kuhrt, Barbara Colhapp, Matt Udermann, Frank Foss

Absent: Donna Stacken

Library Staff Present: Heidi Hoks (Library Director); Janet Karius (Chaska Branch Manager); Paul Ericsson (Norwood Young America, Watertown, Waconia Branch Manager); Patrick Jones (Chanhassen, Victoria Branch Manager)

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

Guests: Jim Weygand

Approval of Agenda:

- *Matt Udermann / Barbara Colhapp* moved to approve the agenda of the November 13, 2018 Library Board meeting as presented. Passed unanimously.

Approval of Minutes of Meeting:

- *Matt Udermann / Frank Foss* moved to approve the minutes of the October 9, 2018 Library Board meeting as presented. Passed unanimously.

Public Comment / Introduction of Visitors:

- None

Action Items

- **Library Board Terms.** Gwen Kuhrt and Barbara Colhapp are at the end of their terms and both would like to continue.

Unfinished and New Business:

- **MLA Reports:** Library Director Heidi Hoks led Board through the MLA Conference reports in the Board Packet highlighting some of the staff entries.
- **Teen Read Month Report:** Branch Manager and Youth Services Team Management Liaison Paul Ericsson reported on the Teen Read Month with the results of the teen bookmark contest, special programming, and fine waiver opportunity.
- **First Draft of Budget:** Director Hoks described the County budget process and timeline and provided a document outlining the Library requests for 2020.

Administrative Reports :

Team update – Collection: Team Chair Kristin Schneider reviewed the projects and other accomplishments of the Collection Team in 2018.

Library Director's Report:

- Library Director Heidi Hoks gave an update on the Library's budget
- Library Director Heidi highlighted aspects of her written director's report

Division Deputy Director

- Did not attend

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:

Barbara Colhapp / Frank Foss moved to adjourn meeting at 6:10 p.m. Passed unanimously.

Next Meeting: Tuesday December 11, 2018 at 4:30 p.m. at the Chaska Library

Respectfully submitted by Janet Karius for Library Board Secretary.