

CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Meeting
Chanhassen Library
4:30 p.m. Regular Board Meeting
January 8, 2019

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

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

Absent: Barbara Colhapp

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:

- *Frank Foss / Matt Udermann* moved to approve the agenda of the January 8, 2019 Library Board meeting as presented. Passed unanimously.

Approval of Minutes of Meeting:

- *Matt Udermann / Frank Foss* moved to approve the minutes of the November 13, 2018 Library Board meeting as presented. Passed unanimously.

Public Comment / Introduction of Visitors:

- None

Action Items

- **Election of Officers:** Matt Udermann was elected President, Passed unanimously. Gwen Kuhrt will continue on the Board. Donna Stacken will continue as Secretary.
- **Election of Library Foundation Liaison:** tabled until future meeting.
- **UMS Collection Fee:** *Matt Udermann/Donna Stacken* moved to approve adding UMS fees to list of fees. Passed unanimously.
- **Policies Review and Approval**
 - **Library Board Description:** After discussion of role of Library Board in setting open hours, *Donna Stacken / Frank Foss* moved to approve policy. Passed unanimously.
 - **Ethics for Carver County Library Board Members:** *Donna Stacken / Frank Foss* moved to approve policy. Passed unanimously.
 - **Collection Development:** *Matt Udermann/Donna Stacken* moved to approve policy. Passed unanimously.

Unfinished and New Business:

- **Technology Report:** IT team has been busy with roll-out of new VDI; tabled until later meeting.
- **Strategic Plan:** Library Director Heidi Hoks updated Library Board on Strategic Plan for 2019.

Administrative Reports:

Team update – Adult Services: Team Chair Maren Wilbur reviewed the projects and other accomplishments of the Adult Services 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.
- County Commissioner Gayle Degler announced forthcoming retirement of MELSA director

Media Packet:

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

Adjournment:

Donna Stacken / Matt Udermann moved to adjourn meeting at 5:55 p.m. Passed unanimously.

Next Meeting: Tuesday February 12, 2019 at 4:30 p.m. at the Chaska City Council chambers.

Respectfully submitted by Patrick Jones for Library Board Secretary.