

CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Meeting
Chaska City Hall
4:30 p.m. Regular Board Meeting
February 12, 2019

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

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

Absent: Donna Stacken,

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).

Other: Jim Weigand

Approval of Agenda:

- *Gwen Kuhrt / Frank Foss* moved to approve the agenda of the February 12, 2019 Library Board meeting. Passed unanimously.

Approval of Minutes of Meeting:

- *Gwen Kuhrt / Frank Foss* moved to approve the minutes of the January 8, 2019 Library Board meeting as presented. Motion approved unanimously.

Public Comment / Introduction of Visitors:

- Chaska City Administrator Matt Podhradsky gave an update on news items and developments in the City of Chaska, including discussion of the proposed new Chaska Library. It was noted that if the proposed new Chaska Library opens in 2022, that will also be the year the Carver County Library celebrates the 100 year anniversary. Q&A followed.

Action Items:

- Election of Library Foundation Liaison. *Gwen Kuhrt / Frank Foss* moved to appoint Barbara Colhapp to this position. Motion approved unanimously.
- Policies Review and Approval. Janet Karius provided background regarding the "Materials for Posting or Distribution" policy. No changes were recommended. *Frank Foss / Barbara Colhapp* moved to approve the policy as presented. Motion approved unanimously.

Unfinished and New Business:

- Technology Report. Library Systems Administrator Bob Lincoln presented a technology report, including a review of projects completed in 2018, a summary of goals for 2019, and looking ahead to 2020. Questions and answers followed the report.
- Library Legislative Day. Heidi Hoks provided handouts that outlined the agenda for Library Legislative Day and the MLA Legislative Platform. Heidi Hoks, Matt Udermann and Jim Weigand are planning to attend.

Unfinished and New Business continued:

- Discussion topics for future meetings. Brainstorming ideas included:
 - Lexicon of library lingo and acronyms
 - Recession-proof libraries
 - County demographics including a review of the 2040 Comp Plans from communities.
 - Other ideas should be sent to Matt Udermann or Heidi Hoks to add to future Board meeting agendas

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.
 - Little to report on the 2019 budget expenses as we are only one month into the new year.
 - Heidi provided an update on the MELSA’s search for a new executive director
 - Heidi also highlighted that Youth Services Librarian Jodi Edstrom attended a NaCo Leadership Academy in 2018

No Team Updates

Trustee and Commissioner Reports:

- Branch Reports were submitted in the Board Packet and highlights provided by Branch Managers.
- Library Foundation – Barbara Colhapp provided a report on the Library Foundation.

Media Packet:

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

Adjournment:

Gwen Kuhrt / Frank Foss moved to adjourn meeting at 6:00 p.m. Passed unanimously.

Next Meeting: City of Carver, Carver Place (113 3rd St E, Carver) at 4:30 pm on Tuesday, March 12, 2019

Respectfully submitted by Paul Ericsson for the Library Board Secretary