

## CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Library Board Meeting  
Watertown City Hall activity room  
May 14, 2019  
4:30 p.m.

**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, Donna Stacken, Matt Udermann

**Absent:** Gayle Degler

**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:**

**Other:** Jim Weigand, Shane Fineran

### **Approval of Agenda:**

- *Donna Stacken / Barbara Colhapp* moved to approve the agenda of the May 14, 2019 Library Board meeting. Motion passed unanimously.

### **Approval of Minutes of Meeting:**

- *Barbara Colhapp / Frank Foss* moved to approve the minutes of the April 9, 2019 Library Board meeting as presented. Motion approved unanimously.

### **Public Comment / Introduction of Visitors:**

- Watertown City Administrator Shane Fineran provided an update on Watertown city projects and development. Q&A followed.

### **Action Items:**

- Policies Review and Approval.
  - Janet Karius reviewed changes in the "Public Conduct in The Library" policy. *Gwen Kuhrt / Frank Foss* moved to approve the revised policy. Motion approved unanimously.

### **Unfinished and New Business:**

- Technology and IT Update – Director Hoks asked item to be tabled to next meeting when staff is available to discuss
- Discussion topics for the meeting:
  - Follow-up on Library hours magnets – Mr. Jones reported on pricing for magnets and possible plan to purchase, but discussion turned toward other ways to let community know what about library hours and what library has to offer. Further discussion tabled to later meeting. Library Communications Team will also address issue of promoting library to non-users. Director Hoks will follow-up about library question placed on resident survey conducted by County.
  - Meeting Room Space – discussion of lack of meeting room space outside of libraries, thus need for space for both profit and non-profit groups to meet. Discussion included Mr. Udermann’s thoughts on need for 24/7 access to libraries, including meeting room space and how libraries were great equalizer by providing access to all. No actions.

### **Administrative Reports – Library Director’s Report:**

- The Library Director’s report and budget report were submitted in Board Packet and reviewed. Heidi Hoks highlighted sections related to community and culture, including Public Services Division Award to Tari Clay and NACO award for STEM storytime.

### **No Team Updates**

### **Trustee and Commissioner Reports:**

- Branch Reports were submitted in the Board Packet and highlights provided by Branch Managers.

### **Media Packet:**

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

### **Adjournment:**

*Frank Foss / Gwen Kuhrt* moved to adjourn meeting at 5:45 p.m. Passed unanimously.

**Next Meeting:** Norwood Young America Library (413 Bluejay Ave N, Mayer, MN 55360) at 4:30 pm on Tuesday, June 11, 2019

Respectfully submitted by Patrick Jones for the Library Board Secretary