

CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Meeting
Cologne City Conference Room
4:30 p.m. Regular Board Meeting
March 8, 2016

Call to Order: Library Board President, Linnea Chrest, called the meeting to order at 4:30 p.m.

Board Members Present: Linnea Chrest, Gwen Kuhrt, James Weygand

Absent: Wayne Mortensen, Barbara Colhapp

Library Staff Present: Heidi Hoks (Library Director), Kathy Bognanni (CN/VC Branch Manager), Janet Karius (CH Branch Manager), Paul Ericsson (NYA, WT, WAC Branch Manager), Marti Bartels (Library Technology Assistant)

County Staff & Officials: Jesse Dickson (Cologne City Administrator)

Absent: Gayle Degler (County Commissioner / Library Board Liaison)
Nick Kuktavy (Deputy Division Director)

Approval of Agenda:

- *Gwen Kuhrt / James Weygand* to approve the agenda of the March 8, 2016 Library Board meeting as presented. Passed unanimously.

Approval of Minutes of Meeting:

- *James Weygand / Gwen Kuhrt* moved to approve the minutes of the February 9, 2016 Library Board meeting as presented, with clarification that Library Legislative Day is April 13, 2016. Passed unanimously.

Introduction of Visitors:

Jesse Dickson, the City Administrator of Cologne spoke about developments in the City of Cologne, including the proposed water treatment plant project, the expansion at the charter school, development of residential properties, and the Economic Development Committee. He also answered questions from Library Director H. Hoks and other Board members.

Action Items – Approval of Policies:

- *James Weygand / Gwen Kuhrt* moved to approve the Data Privacy of Library Records policy. Passed unanimously
- *James Weygand / Gwen Kuhrt* moved to approve with corrections the Expansion of Library Branches policy. Passed unanimously

Unfinished and New Business:

- Library Legislative Day – Heidi Hoks and James Weygand to attend. This year is capital budget for the State.
- County Operating Budget – discussion and analysis. *James Weygand / Gwen Kuhrt* moved to request additional \$30,000 for eMaterials and to request an additional \$3,000 for mobile printing. Passed unanimously.
- Winter Reading Program – report given.

Administrative Reports – Library Director’s Report:

- The Library Director’s report and budget report were submitted in Board Packet.
- Additional items reported:
 - Communications Team Kaizen process improvement
 - May Board meeting will be a retreat
 - Presentation of the “butcher block paper” with patron comments from the Waconia Branch as a follow up from the recent All-Staff meeting

Team Updates

- The Technology Team presentation was given by Marti Bartels, Library Technology Assistant and member of the Technology Team.
 - Events for the public such as Minecraft, SCRATCH programming, teen tech club,
 - Use of technologies such as 3-D printer, green screen
 - Role of tech assistants
 - MELSA funded programs

Administrative Reports – Division Deputy Director’s Report:

- Division Deputy Director – none

Trustee and Commissioner Reports:

- Branch Reports were submitted in Board Packet.
- The Library Foundation next meets on March 14, 2016

Service of the Month:

Information about the March Service of the Month – “lynda.com” was submitted in Board Packet.

Media Packet:

The Media Packet with the April 2016 Calendar and copies of press materials was submitted in the Board Packet.

Adjournment:

James Weygand / Gwen Kuhrt to adjourn meeting at 5:50 p.m. Passed unanimously.

Next Meeting: Waconia Library City Hall Conference Room at 4:30 pm on Tuesday, April 12, 2016

Respectfully submitted by Paul Ericsson for James Weygand, Secretary