

## CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Meeting  
Mayer City Conference Room  
4:30 p.m. Regular Board Meeting  
June 14, 2016

**Call to Order:** Library Board Secretary, James Weygand, called the meeting to order at 4:29 p.m.

**Board Members Present:** Gwen Kuhrt, James Weygand, Barbara Colhapp, Wayne Mortensen,

**Absent:** Linnea Chrest

**Library & Library Foundation Staff Present:** Heidi Hoks (Library Director) ; Kathy Bognanni (CN/VC Branch Manager) ; Janet Karius (CH Branch Manager) ; Paul Ericsson (NYA, WT, WAC Branch Manager) ; Tari Clay (Volunteer Coordinator, Library Services) ; Linda Prybylo (Youth Services Librarian) ; Karla Businaro, Library Foundation.

**County Staff & Officials:** Luayn Ruch-Hammond (Mayer City Manager)

**Absent:** Gayle Degler (County Commissioner / Library Board Liaison)  
Tom Vellenga (Division Director)

### **Approval of Agenda:**

- *Gwen Kuhrt / Barbara Colhapp* to approve the agenda of the June 14, 2016 Library Board meeting as presented. Passed unanimously.

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

- *Barbara Colhapp / Wayne Mortensen* moved to approve the minutes of the May 10, 2016 Library Board meeting as presented.

### **Introduction of Visitors:**

Luayn Ruch-Hammond, City Manager of Mayer gave a presentation about current issues in the City of Mayer, including housing growth, new developments, the school district, MLHS field house and expansion, and City staff retirement.

### **Action Items – Approval of Policies:**

- Meeting Room policy was postponed to a future meeting

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

- Communications Survey – A review of progress on this initiative
- PEER Award recognition. Several Library staff, including former staff Marti Bartels and current staff Amy Pohlan, Jan Nester, Kathy Perschman, Linda Prybylo and Tari Clay were all honored at the County's annual PEER award ceremony. The biographical information that was included in the award event handout was read. Ms. Clay and Ms. Prybylo made comments to the Library Board about the award and their careers at CCL.

- Library Foundation report was given by Karla Businaro about the special event that is being planned for October. A wine tasting event is being planned at Dolce Vita in Chaska, with 15% of the sales to benefit the Library Foundation. Karla Businaro and Joanne Weygand are co-chairs of this event. A spin-off of this project is the recognition of the need for a master plan for the Foundation.
- Volunteer Report (with handout). Tari Clay gave a summary of the history of the Library's volunteer program. There will also be a volunteer recognition event on Tuesday July 26, 2016.
- Tax Assistance Report – The Tax Assistance program has had a 15% increase in activity over the previous year. Tari Clay also reported on the stories and compliments from users of the program.
- Public Library Association (PLA) Report. Verbal reports were given by Janet Karius, Paul Ericsson and Heidi Hoks in addition to the written reports that were included in the Board packet. There was also mention of the MN Library Association annual conference that will be held in Duluth September 29 & 30, 2016.

**Administrative Reports – Library Director's Report:**

- The Library Director's report and budget report were submitted in Board Packet.

**Team Updates**

- None

**Administrative Reports – Division Deputy Director's Report:**

- Division Deputy Director – none

**Trustee and Commissioner Reports:**

- Branch Reports were submitted in Board Packet.
- During the MELSA agenda item there was discussion about the eBooks service from Bibliotheca

**Service of the Month:**

Information about the June Service of the Month – “Bookawocky Summer Reading Program ” was submitted in Board Packet.

**Media Packet:**

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

**Adjournment:**

*Wayne Mortensen/ Barbara Colhapp* to adjourn meeting at 5:44 p.m. Passed unanimously.

**Next Meeting:** Watertown City Hall Meeting Room at 4:30 pm on Tuesday, July 12, 2016

Respectfully submitted by Paul Ericsson for James Weygand, Secretary