

CARVER COUNTY LIBRARY SYSTEM

Minutes of the Regular Meeting
Chaska Library – Valley Room
4:30 p.m. Regular Board Meeting
August 9, 2016

Call to Order: Library Board President, Linnea Chrest, called the meeting to order at 4:32 p.m.

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

Absent: 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), Debbie Kitt (Library Systems Administrator), Suzanne Hunt (Chanhassen Librarian)

County Staff & Officials: Gayle Degler (County Commissioner / Library Board Liaison / MELSA Advisory Board), Nick Koltavy (Division Deputy Director)

Approval of Agenda:

W. Mortensen / J. Weygand to approve the agenda of the August 9, 2016 Library Board meeting as presented. Passed unanimously.

Approval of Minutes of Meeting:

J. Weygand / Gwen Kuhrt moved to approve the minutes of the July 12, 2016 Library Board meeting as presented. Passed unanimously.

Introduction of Visitors:

None

Action Items

Meeting room policy was postponed to a future meeting.

Unfinished and New Business:

6.1 MELSA Report – Ken Behringer, Director of MELSA

Director Behringer explained the benefits MELSA member libraries receive through MELSA. He described the formula used to calculate the dispersal of state funds. Among the benefits mentioned were MNLINK, Legacy funded programs such as Club Book, help for member libraries applying for state and federal discounts, electronic resources including databases like JobNow and Homework Help, the Evanced calendar, enhancements for library catalogs, the Summer Reading Program, Winter Adult Reading program, Teen Lit Con, SMARTpass, and the recent survey of metro area residents on technology.

6.2 Website Update – Suzanne Hunt

Suzanne Hunt who is the project manager of the recreation of the Carver County Library website described the new website as well as the mobile app for the website. The new version of the website has been trimmed down to 2/3 of the previous removing content that was of little or no value to past users. The new website version will go live at 11 a.m. on August 10, 2016.

6.3 Law Library – Brenda Wolfe

A report on the Law Library was postponed to a future meeting.

Administrative Reports

7.1 Budget Update

Library Administration will be discontinuing the rental of a Pitney Bowes postage machine and make use of postal services at the County Government Center. Library Board members were asked if emailed digital copies of the Library Board packet would be sufficient prior to the Board meetings with paper copies distributed at the meetings. All members present were willing to try this method.

7.2 Library Director

Director Hoks emphasized the desire to get input on the new library website version.

7.3 Team Updates

None

7.4 Division Deputy Director – Nick Koltavy

Deputy Director Koltavy gave the Board information about the security task force that is currently focused on evaluating facilities where county employees work. Two specially trained county deputies have done pre-assessments at the libraries. The task force is looking at policy, procedures and training related to security.

The Library Board was also provided an update on the comp and class study being conducted by the Employee Relations Department to help the County be competitive in recruitment and retention in the market.

Trustee and Commissioner Reports:

Branch Reports were submitted in Board Packet.

Service of the Month:

Information about the August Service of the Month – “3M Cloud Library on Chromebook” was submitted in Board Packet.

Media Packet:

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

Adjournment:

W.Mortensen / J. Weygand to adjourn meeting at 5:48 p.m. Passed unanimously.

Respectfully submitted by Janet Karius for James Weygand, Secretary