

**MINUTES
CITY OF LONSDALE
LONSDALE PUBLIC LIBRARY BOARD
November 17, 2010**

1. CALL TO ORDER

The meeting was called to order by President Buckridge at 6:32 p.m. in Library Meeting Room, 1006 Birch Street NE

2. ROLL CALL

MEMBERS PRESENT: Furrer, Langer, Zellner, Buckridge

MEMBERS ABSENT: Matchinski

STAFF PRESENT:

Library Director Diana Tallent
City Administrator Joel Erickson

OTHERS PRESENT:

None

3. APPROVAL OF AGENDA

Additional item to the agenda was minutes from the 9/15/2010 meeting. Furrer requested the internship program be added to the agenda. A motion was made by Langer to approve agenda; seconded by Zellner. Vote for: Langer, Furrer, Zellner, Buckridge. Against: None. Vote: 5-0. Motion carried.

4. APPROVAL OF THE MINUTES

Minutes from the 9/15/2010 meeting and the 10/20/2010 meeting were read. A correction to the Treasurer report from 10/20/2010: the treasurer's report was read. Motion by Zellner, 2nd by Buckridge. Vote for: Langer, Furrer, Zellner, Buckridge. Against: None. Vote: 5-0. Motion carried.

5. PUBLIC HEARINGS

None

6. PRESENTATION OF CITIZENS PETITIONS AND COMMENTS – COMMENTS LIMITED TO TWO (2) MINUTES

None

7. APPROVAL OF THE CONSENT AGENDA

The items listed on the Consent Agenda are considered routine and non-controversial and are to be acted upon by the Board in a single motion. There will be no discussion of these items unless a Board Member or citizen so request, in which event the item will be removed from the Consent Agenda and considered during the New Business.

None

8. FINANCIAL REPORT

Treasurer's report was not available at meeting time. An expense report was presented.

9. COMMITTEE REPORTS

None

10. DIRECTOR'S REPORT

The Green Team is doing very well. Tallent reported that the container had to be emptied twice last week, and once already this week. Also green books are on display in the library.

Overdrive is coming in January. It works with most computers but is not compatible with Kindle or Ipad. Our cost is approximately \$400 per year. We can request book categories. We will try it for a year then re-evaluate whether or not to continue. Tallent stated that there seemed to be more interest in Playaways.

Volunteer tracking is now in place. We will now be able to keep record of who volunteers at what time.

Adopt a Shelf has begun. There currently are four adopted shelves in the library. Those who adopt a shelf take care of dusting if needed, and keeping the books in order.

The donation pile is dwindling. There are volunteers who help with bar coding the books.

Jerry Dingman is planning to donate 1000 books to the library. These are antique and rare books. He may also have some shelves to donate.

Applications for Library Board positions are available at City Hall. There are a few vacancies as of January 1.

The library received a second billing from Villages of Lonsdale. Included in the billing was a request for payment of county taxes, insurance, pest control, gas, water/sewer, lawn maintenance and winter parking lot maintenance. Staff is reviewing the lease to verify just what the library's portion is. The library lease is \$1.00 per year. A meeting will be scheduled to discuss the billing. Tallent has asked Jim Filipek, Building Inspector for the City of Lonsdale, to come in and provide information on any meter options. Billing was tabled until the December meeting.

11. OLD BUSINESS

Friends of the Library letters are finished. Buckridge will contact the Northfield Friends to attend our meeting to offer assistance. There was discussion as to when to hold the meeting, probably some time after the holidays. A date for the meeting will be decided at the December meeting. ALTAFF is an organization that helps friends groups get organized, get started fundraising, etc. The fee is \$60. It is suggested that the 501(c)3

status be applied for before the Friends of the Library is organized. Motion by Langer, 2nd by Zellner to pay the ALTAFF fee of \$60.00 Vote for: Langer, Furrer, Zellner, Buckridge. Against: None. Vote: 5-0. Motion carried.

12. NEW BUSINESS

Internship program: Furrer asked about how the program is set-up, is there an application process, or interview, a job description. A city employment application could be used for the internship applicants. Tallent will research further and provide information.

Next meeting: December 15, 2010.

13. ADJOURNMENT

Motion made to adjourn meeting by Zellner, seconded by Langer. Vote for: Langer, Furrer, Zellner, Buckridge. Against: None. Vote: 5-0. Motion carried. Meeting was adjourned at 7:05 p.m.