

**MINUTES  
CITY OF LONSDALE  
LONSDALE PUBLIC LIBRARY BOARD  
SPECIAL MEETING  
MAY 19, 2010**

**1. CALL TO ORDER**

The meeting was called to order by Buckridge at 6:30 p.m. in Library, 1006 Birch Street NE

**2. ROLL CALL**

MEMBERS PRESENT:

Furrer, Buckridge, Langer, Matchinski

MEMBERS ABSENT:

Zellner

STAFF PRESENT:

City Administrator Joel Erickson

Library Director Diana Tallent

OTHERS PRESENT:

None

**3. APPROVAL OF AGENDA**

A motion was made by Furrer to approve agenda with addition of AgStar grant under New Business; seconded by Langer. Vote for: Langer, Buckridge, Matchinski, Furrer. Against: None. Vote: 4-0. Motion carried.

**4. APPROVAL OF THE MINUTES**

A motion was made by Langer to approve minutes from February 10, 2010 meeting; seconded by Furrer. Vote for: Buckridge, Matchinski, Furrer, Langer. Against: None. Vote: 4-0. 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**

- a. None – report already approved at April 28 meeting

**9. COMMITTEE REPORTS**

None

**10. OLD BUSINESS**

- a. The book sale was held on May 7<sup>th</sup> and 8<sup>th</sup> in conjunction with the Lonsdale city-wide garage sales. After spending \$45 on an ad in the Lonsdale News Review, we made a grand total of \$83.95. Tallent expressed her thanks to multiple members of the community for their help during the sale. The books that were not sold are being donated to the jail in Faribault. The Sentenced-to-Serve crew will pick them up and transport them on the next rainy day. Rather than do a large book sale again, Tallent has asked Mike from DEMCO for a quote on a double shelf that could be used for a perpetual book sale. The shelf will be set up somewhere in the library, perhaps on the wall next to the break room.
- b. Tallent reviewed and re-wrote the by-laws to reflect the proper meeting date and to make changes in the organization and staffing since the original by-laws were approved. Motion was made by Matchinski to approve the newly re-written by-laws; seconded by Buckridge. Votes for: Matchinski, Furrer, Langer, Buckridge. Votes against: none. Votes: 4-0. Motion passed.
- c. Erickson to verify, but he believes that US Office made their final payment back to the city.

**12. NEW BUSINESS**

- a. Deanna Jones, the LPL shelver, has given her resignation. Tallent and Erickson received permission from the city attorney to return to the original hiring pool to rehire for the position. The board agreed with the decision to contact the remaining 4 top contenders for the position to ascertain if they are still interested in the position. The interviews for those still interested will occur with Buckridge, Furrer, Erickson, and Tallent, and will attempt to be scheduled for May 26<sup>th</sup>.
- b. Intern Kristy Hegberg and two classmates designed a new website for the library as part of one of their graduate classes. The website stayed similar to the other pages on the city website as far as design, but was much more user-friendly. The board liked the site, but wanted to make a few changes, such as adding a link back to the city's page from each of the library's pages, and providing a link to the New Prague school district. Board members expressed a concern about the updating of the page, as it appears it will be a time-consuming process, but Tallent assured them that she will be able to keep up with it, and that it will take a

minimum amount of work. A motion was made by Furrer to accept the new website with the proposed changes; seconded by Langer. Votes for: Matchinski, Furrer, Langer, Buckridge. Votes against: none. Votes: 4-0. Motion passed. After the changes are made, Tallent will provide Ben Baker with the link to upload it.

- c. Erickson applied last fall for an AgStar grant. This AgStar grant will hopefully help add more computers to our library. He just received word that our grant is in the top 10% of those being considered, and was asked to submit additional information. Erickson submitted the information, and is waiting to hear from them whether our proposal will be granted or not.
- d. Tallent received a \$250 grant from Minnesota Valley Electric to use towards a bike rack. Still working on ways to get the other \$250 needed to purchase the bike rack, as the average cost found by Tallent is \$500.

### **13. ADJOURNMENT**

Motion made to adjourn meeting by Matchinski, seconded by Buckridge. Votes for: Buckridge, Matchinski, Furrer, Langer. Against: None. Vote: 4-0. Motion carried. Meeting was adjourned at 7:24 p.m.