

**SPECIAL MEETING MINUTES  
CITY OF LONSDALE  
LONSDALE PUBLIC LIBRARY BOARD  
JANUARY 6, 2010**

**1. CALL TO ORDER**

The special 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, Rud, Matchinski, Zellner

**MEMBERS ABSENT:**

none

**STAFF PRESENT:**

City Administrator Joel Erickson

Library Coordinator Diana Tallent

**OTHERS PRESENT:**

None

**3. APPROVAL OF AGENDA**

None

**4. APPROVAL OF THE MINUTES**

None

**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**

None

**9. LIBRARY COORDINATOR'S REPORT**

None

**10. COMMITTEE REPORTS**

None

**11. OLD BUSINESS**

None

**12. NEW BUSINESS**

- a. Tallent was able to reach installer at US Office. US Office offered to absorb more of the overrun, only asking for \$4,900. Tallent informed him that the board was not willing to pay any more, and asked for a refund of our down payment. Installer agreed to refund, but said that some chairs were already in production. Installer to contact producer to find out whether order can still be cancelled, and will contact Tallent.
- b. Tallent and Erickson provided the board with the quotes from both US Office and DEMCO again. Tallent stated that due to this being the slow time of the year, install would likely be in 3-4 weeks. When Tallent contacts DEMCO rep, she will get a more guaranteed date from him. Furrer motioned to contact DEMCO and give entire order to them; seconded by Matchinski. Votes for: Matchinski, Buckridge, Furrer, Rud, Zellner. Votes against: none. Votes: 5-0. Motion passed. Tallent will contact DEMCO to arrange walk-through and sign contract.
- c. Based on an estimated 4 week install date from DEMCO, board agreed to aim for a February 16<sup>th</sup> opening date. After installation is complete, Tallent estimated that it will take only 3-4 days to get the items shelved. Lions organization volunteered to aid in this part of the process.
- d. Tallent contacted the Shaver family to let them know of the delay in the grand opening celebration. Shavers understood the delay, and are waiting on the new date that the board decides. Definite date for the grand opening celebration has been postponed until the library is actually open.
- e. Processing party on January 2, 2010 was a great success. Tallent is expecting even more people to show up at the January 9 party, and is working on getting enough work for everyone to do.

**13. ADJOURNMENT**

Motion made by to adjourn meeting by Furrer, seconded by Matchinski. Vote for: Zellner, Buckridge, Matchinski, Furrer, Rud. Against: None. Vote: 5-0. Motion carried. Meeting was adjourned at 7:00 p.m.