

**MINUTES  
CITY OF LONSDALE  
LONSDALE PUBLIC LIBRARY BOARD  
October 19, 2011**

**1. CALL TO ORDER**

The meeting was called to order by Vice President Matchinski at 6:31 p.m. in Library Meeting Room, 1006 Birch Street NE

**2. ROLL CALL**

MEMBERS PRESENT: Furrer, Boyda, Matchinski

MEMBERS ABSENT: Zellner, Langer

STAFF PRESENT:

Library Director Diana Tallent

City Administrator Joel Erickson

**3. APPROVAL OF AGENDA**

Motion by Furrer, 2<sup>nd</sup> by Boyda to approve the agenda. Motion carried 3-0.

**4. APPROVAL OF THE MINUTES**

Motion by Furrer, 2<sup>nd</sup> by Boyda to approve the September 21, 2011 minutes. Vote for: Furrer, Boyda, Matchinski. Motion carried 3-0.

**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**

Financial report was reviewed. Motion by Furrer, 2<sup>nd</sup> by Matchinski to approve the report. Motion carried 3-0.

**9. COMMITTEE REPORTS**

None

**10. DIRECTOR'S REPORT**

The Lonsdale Public Library received a 2% increase in funding from Rice County. A response to the editorial of 10/15/11 will be sent to the Northfield and Faribault papers.

County Attorney Paul Beaumaster stopped by the library for a visit recently and was pleased to see the use of the library.

There have been many compliments on the window displays done by the Wheatland Wheaties 4-H club.

Ashly Larson will not be able to commit to the internship. She will continue to volunteer. Elizabeth Shaver was interviewed for the internship position and it is Diana Tallent's recommendation to put Elizabeth in the internship position.

Safe Assure training was recently attended by all library staff. The fire extinguishers needed to be inspected (they have been now) and both monthly inspection and an annual inspection has been added.

The shelving for behind the circ desk has not been started yet. There was a work load conflict with R&L Woodcraft. The shelves should be done and installed in January.

The shelving from the food shelf has not been installed in the library yet. The Maintenance Dept. will install the shelves at their earliest convenience.

The Friends of the Library added five new members. They have a meeting on Thursday, 9/22.

Jenny Geist, the new circulation clerk is doing very well.

**11. OLD BUSINESS**

The meeting room policy was discussed. It was decided that non-profit groups not be charged for room use. Others would pay a fee of \$15/hr for the small meeting room and \$25/hr for the larger meeting room. These rates take effect on 11/1/11. Motion by Matchinski, 2<sup>nd</sup> by Boyda to approve the policy. Motion carried 3-0.

**12. NEW BUSINESS**

Next meeting will be 11/16/11.

**13. ADJOURNMENT**

Motion by Matchinski, 2<sup>nd</sup> by Boyda to adjourn. Motion carried 3-0.

Meeting adjourned at 7:20pm.

Submitted by  
Cindy Furrer  
Secretary