

**MINUTES  
CITY OF LONSDALE  
LONSDALE PUBLIC LIBRARY BOARD  
November 16, 2011**

**1. CALL TO ORDER**

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

**2. ROLL CALL**

MEMBERS PRESENT: Furrer, Zellner, Boyda, Matchinski, Langer joined at 6:40.

MEMBERS ABSENT: none

STAFF PRESENT:

Library Director Diana Tallent  
City Administrator Joel Erickson

**3. APPROVAL OF AGENDA**

There is only 1 board vacancy, and with that correction to the agenda, motion by Boyda, second by Matchinski to approve the agenda. 5-0 motion carried.

**4. APPROVAL OF THE MINUTES**

Motion by Furrer, second by Matchinski to approve the minutes from October 19, 2011. 5-0 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**

Motion by Boyda, second by Langer to approve the financial report. 5-0 carried.

**9. COMMITTEE REPORTS**

None

**10. DIRECTOR'S REPORT**

We have one board vacancy, Debbie Zellner. Debbie had a 3 year term which ends in 2011. Other board member's terms are: Cindy Furrer 2013, Penny Matchinski 2012, Bev Boyda 2013, Patricia Langer 2013. Thank you Debbie for all your hard work.

The new meeting room policy took effect on 11/1/11. Checks for the larger security deposit have been received from the various groups.

SELCO Dewey Day is nearing. In 2010 we sent a box of books to catalogue. This year we will send 25 items plus as many OCLC numbers as staff is able to compile in a spreadsheet. SELCO will do an unlimited number of records on Dewey Day. Items must be in by 12/1/11.

The DOT library signs are in place. The two on Hwy. 19 are green and they seem to be working, as people are telling staff they are coming in because of them.

The storage room shelving is in place. Thank you to Scott Duban for getting the shelves installed.

Matt Graf from R&L Woodcraft came by to discuss the shelf project. The shelves will be done shortly.

Several patrons have found jobs due to using the library computers.

Elizabeth Shaver, our current intern is working out very well. She comes in several times each week.

Diana is continuing to work on the Xcel spreadsheet and hopes to have it ready by 1/1/12.

Staff was off on 11/11/11, and 11/12/11. Thank you to Jenny for cleaning out the meeting room. Many volunteers were on hand on 11/12/11.

Diana has discovered some mold issues in her office. She has called to have the area repaired, and is waiting to hear back from them.

MLA funds are available. Diana would like to take a course in cataloguing using these funds. Also there is money budgeted for training. Motion by Matchinski, second by Furrer to approve paying for the cataloguing course. 5-0 carried.

**11. OLD BUSINESS**

None

**12. NEW BUSINESS**

None

**13. ADJOURNMENT**

Motion by Matchinski, second by Boyda to adjourn. 5-0 carried.

Meeting adjourned at 7:40pm.

Submitted by  
Cindy Furrer  
Secretary