

**MINUTES
CITY OF LONSDALE
LONSDALE PUBLIC LIBRARY BOARD
April 17, 2013**

1. CALL TO ORDER

The meeting was called to order by President Furrer at 6:31pm in the large library meeting room, 1006 Birch Street NE

2. ROLL CALL

MEMBERS PRESENT: Stacy Kodada, Bev Boyda, Cindy Furrer, Carla Krammer

MEMBERS ABSENT: Amanda Motz

STAFF PRESENT: Diana Tallent, Library Director, Jenni Geist

Joel Erickson, City Administrator

VISITORS: None

3. APPROVAL OF AGENDA

A motion was made by Kodada and seconded by Krammer to approve the agenda as presented. Vote for: Kodada, Boyda, Furrer and Krammer. Against: None Motion carried 4-0.

4. APPROVAL OF THE MINUTES

It was decided to table the minutes from the March 20, 2013 meeting.

5. PUBLIC HEARINGS

NONE

**6. PRESENTATION OF CITIZEN PETITIONS AND COMMENTS-
COMMENTS LIMITED TO TWO (2) MINUTES**

NONE

7. APPROVAL OF THE CONSENT AGENDA

NONE

8. FINANCIAL REPORT

Tallent advised the board regarding a late fee that was paid on the electric bill to Steele Waseca.

A motion was made to approve the Financial report as presented by Kodada and seconded by Krammer. Vote for: Kodada, Boyda, Furrer and Krammer. Against: None Motion carries 4-0.

9. COMMITTEE REPORTS

NONE

10. DIRECTORS REPORT

The State report was submitted and signed by Furrer on the 29th of March. The library server crashed on Thursday. Back up was used and it was up and running again on Friday. No circulation was lost.

Tallent was awarded again with a scholarship to enhancing quality staff symposium on May 21st.

Jake Tallent wrote a program to have a visual pop up for the public access computers that informs the users that the computers will be shutting down in five minutes. At the five-minute mark the computers are shut down to help ease the closing of the library at the end of the day.

Girl scout troop 23424 came to the library with their indoor air quality project. They presented the library with a spider plant. They also gave the staff some pots with soil in a bag to hand out to patrons to have the project extend out side of the library. It has been well received.

Donnita Rogers will be the guest author and she will be presenting her trilogy of books on May 11th.

Tallent was able to postpone jury duty until May 13, 2013.

11. OLD BUSINESS

a. The Volunteer appreciation event is going to be held on Saturday April 27th. Certificates have been made and will be handed out at the event. There are 5 Volunteers that have had the most Volunteer hours and they will be awarded with a sweatshirt. Diana, Darlene and Jenni are making an Egg bake and Casey's has donated donuts and Coffee and Juice will be provided. The event is from 10am to Noon.

b. The director's position was discussed with making Tallent Full Time exempt. Joel Erickson provided a spreadsheet with figures to compare the hourly rate vs. salary with benefits. (Please see attached). Discussion was made to having the hours of the library open 40 hours a week if Tallent went to full time status. The city has cut back hiring and over time hours according to Furrer. A motion was made to leave the director's position as is with 32 hours a week by Kodada and seconded by Krammer. Vote for: Kodada, Furrer and Krammer. Against: Boyda Motion passes 3-1.

12. NEW BUSINESS

Wendy Walters has given a letter of resignation to be effective April 27, 2013. A motion to accept the letter of resignation was made by Kodada and seconded by Boyda. Vote for: Kodada, Boyda, Furrer and Krammer. Against: None Motion passes 4-0.

A motion was made to post the position of Library shelver for 10 to 12 hours a week by Kodada and seconded by Krammer. Vote for: Kodada, Boyda, Furrer and Krammer. Against: None Motion passes 4-0.

13. NEXT MEETING DATE

Scheduled for Wednesday, May 15th 6:30pm Large meeting room.

14. ADJOURNMENT

A motion was made by Boyda and second by Kodada. The meeting adjourned 8:14 pm

Submitted by
Beverly Boyda
Secretary