

MINUTES
CITY OF LONSDALE
LONSDALE PUBLIC LIBRARY BOARD

January 15, 2014

1. CALL TO ORDER

The meeting was called to order by President Furrer at 6:33pm in the large library meeting room, 1006 Birch Street NE

2. ROLL CALL

MEMBERS PRESENT: Cindy Furrer, Stacy Kodada, Lynn Hargreaves
Amanda Motts arrived late at 6:40

MEMBERS ABSENT: Karla Krammer

STAFF PRESENT: Marguerite Moran

VISITORS: None

3. APPROVAL OF AGENDA

A motion was made by Furrer to approve the agenda and seconded by Kodada.
Vote for: Furrer, Kodada and Hargreaves. Against: None. Motion carried 3-0.

4. APPROVAL OF THE MINUTES

A motion was made by Kodada to approve the December 18, 2013 regular meeting minutes seconded by Furrer. Vote for: Kodada, Furrer, and Hargreaves
Against: None Motion carried 3-0.

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

A motion was made to approve the financial report as presented and pay bills for January 2014 by Kodada and seconded by Hargreaves. Vote for: Kodada, Hargreaves, Furrer and Mott. Against: None Motion carries 4-0.

9. COMMITTEE REPORTS

None

10. DIRECTORS REPORT

- a) 2013 Year in Review:
 - 12,992 total items in the Library
 - 1,705 new items added in 2013
 - 13,000 library patron visits
 - 223 new library cards were issued
 - 257 children participated in the Summer Reading Program

- b) Holiday Hours:
 - 2013 Holiday hours went well.
 - Closed on Christmas and New Year's Day
 - The Friday after Christmas was very busy (12/27/13)

- c) Young Adult Update:
 - Shelving arrived and will be assembled and installed by the Lonsdale Public works dept. on 1/16/14.
 - Updating Young Adult area to make it more inviting and allow better use of space.

- d) Hot Reads:
 - Program began on 1/14/14.
 - Current patron sign up is at 14 individual.
 - 2013 there was a total of 18 patron sign ups.
 - Advertised in the Lonsdale New Review, New Prague Times and Montgomery Messenger

- e) Family Movie Night:
 - Thursday, January 23, 2014 and Thursday February 6, 2014. Both of these nights patrons will be served lemon aid and popcorn.

- f) Selco:
 - Seleco is now a member of the OCLC implementing a mandatory project that entails inventory all of the items in the Lonsdale library.
 - All items will need to be scanned.
 - Project needs to be completed by the end of March 2014.
 - Library staff, Selco staff and volunteers will complete this process on a day that the library is closed.

- g) Donated items:
 - Donated items are being gone through in a timely manner.

- h) Training:
 - Jenni Geist completed her Copy Cataloging training.

- i) Cleaning:
 - Currently the library is being cleaned one time a month about 2-3 hours a time.

Director is requesting that the board considers having the library cleaned two times a month. The director will contact the cleaning services to get more details on the exact services that are being provided, exact number of hours and cost. This information will be shared with the board at the next meeting.

j) Website:

New website is about 80% completed.

This site is hosted by Selco.

New website: www.Lonsdale.lib.mn.us

11. OLD BUSINESS

NONE

12. NEW BUSINESS

a) Positions for 2014:

President: Cindy Furrer

Vice-President: Stacy Kodada

Secretary: Lynn Hargreaves

Motion made by Kodada to re-elect Furrer for the president due to her position as a City Council member. This would allow a connection between the City Council and the Library. Seconded by Mott. Vote for: Kodada, Hargreaves, Furrer and Mott. Against: None Motion carries 4-0.

Motion made by Mott to elect Hardgreaves as the Vice- President. No second was made. Motion failed. Furrer made a motion to re-elect Kodada as the Vice-President. Seconded by Hardgreaves. Vote for: Kodada, Hargreaves, Furrer and Mott. Against: None Motion carries 4-0.

Hardgreaves stated that she would be the Secretary.

b) Sign information:

Director will contact Brush works to get more color variation, graphic clip art and new examples for the board to consider.

13. NEXT MEETING DATE

Scheduled for Wednesday, February 6, 2014 at 6:30pm in the large meeting room.

14. ADJOURNMENT

A motion was made by Mott and second by Furrer. The meeting adjourned 8:11pm.

Submitted by

Stacy Kodada - Vice-President