

**CITY OF LONSDALE**  
**LIBRARY BOARD MEETING MINUTES**  
**January 16, 2013**  
Library Meeting Room, 1006 Birch St. NE. 6:30 p.m.

**1. Call to Order**

The meeting was called to order by outgoing president Penny Matchinski at 6:35p

**2. Roll Call**

Members present – Amanda Motz, Karla Krammer, Cindy Furrer, Stacy Kodada, Bev Boyda. Former members present, Patricia Langer & Penny Matchinski. City staff present, Joel Erickson. Library staff present, Diana Tallent.

**3. Approval of Agenda**

...from December, 2012 special meeting by Penny Matchinski, Bev Boyda, Patricia Langer, Cindy Furrer and Stacy Kodada. None opposed. Amanda Motz and Karla Krammer abstained as they were not present.

**4. Approval of Minutes**

- A. Approval of the Minutes from the October 17, 2012 meeting & from the December 5, 2012 special meeting, all in favor excepting Bev Boyda who abstained from voting on the October 2012 minutes because she was absent and Karla Krammer and Amanda Motz who abstained from voting on either as neither of them were present.

**5. Public Hearings**

- a. 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.**

Cindy Furrer asked Director Tallent if the utility bills were where they should be, and Tallent responded that they have been. Penny Matchinski asked Tallent what Huckle Media was and Tallent responded that it was newspaper advertising for the circulation clerk job posting. Bev Boyda asked Tallent what the fees category under revenues includes and Tallent responded that fees include all charges for all services at the library such as faxing fees and meeting room fees, i.e., any charge that is not considered a fine is designated as a fee. Patricia Langer asked Tallent if there were any outstanding bills still to be accounted for from 2012 and Tallent responded that, though she couldn't think of anything specifically, there might be, but nothing out of the ordinary. Bev Boyda asked Tallent what Gale was and Tallent responded that it is a suite of three databases that the library offers on our web site for research. A motion was made by Penny Matchinski to accept the financial report, seconded by Cindy Furrer. In favor – Cindy Fuerrer, Stacy Kodada, Penny Matchinski, Patricia Langer, Bev Boyda. None opposed. Abstained – Amanda Motz and Karla Krammer.

**9. Committee Reports**

- a. None

**10. Director's Report**

a. 6:50-6:55p? Penny Matchinski left, turning the meeting over to Vice –president Bev Boyda. Director Tallent welcomed new board members Karla Krammer & Amanda Motz, spoke about the abundant publicity the library had recently received in the LANR, discussed the recent additions to the YA & ER collections at the end of the year, touched on how well Darlene Smisek is working out as the new circulation clerk, promoted from shelver, credited the new BB shelving to Darlene Smisek & Public Works’ Russ Vlasak and Scott Duban, discussed the Hot Reads adult winter reading program kickoff, and shared several compliments she recently received on the library, the staff and the service at the library from Delores Salaba, Jeffrey Deaver and Edward Lief.

### **11. Old Business**

a. Tallent reviewed her recommendation to make a conditional job offer to Wendy Walters for the open shelver position. Amanda Motz made a motion to make the conditional job offer to Wendy Walters, Cindy Furrer seconded. All in favor, Cindy Furrer, Stacy Kodada, Amanda Motz, Karla Krammer, Patricia Langer, Bev Boyda, no one opposed, no one abstained. 7:10p Patricia Langer left.

### **12. New Business**

a. Discussion ensued regarding the election of new officers to positions of President, Vice President and Secretary. Tallent provided summaries of each position’s duties. Stacy Kodada offered to serve as Vice President, Cindy Furrer volunteered to serve as President and Bev Boyda offered to serve as secretary. Bev Boyda made a motion to accept these three for the positions they each volunteered to fill, the motion was seconded by Amanda Motz, all in favor, Stacy Kodada, Cindy Furrer, Amanda Motz, Karla Krammer, Bev Boyda, none opposed, none abstained. Control of meeting passed to new president Cindy Furrer.

b. Director Tallent discussed her idea to host a library birthday party event on Saturday, March 2nd, 2013 in honor of the library’s upcoming 3<sup>rd</sup> birthday. Tallent suggested offering amnesty (fine forgiveness) during the event and Stacy Kodada asked for clarification of how amnesty would be applied and in what amount. Tallent confirmed that it would be applied for fines for LPL items up to \$10 for every person who came to the library during the two day event. Tallent’s suggestion to give away a refrigerator magnet with library info on it was endorsed. Amanda Motz suggested expanding the celebration to span both Friday March 1<sup>st</sup> and Saturday, March 2<sup>nd</sup>. Cindy Furrer mentioned that the Lonsdale Expo is scheduled for March 2<sup>nd</sup>. Discussion followed as to whether that might increase or decrease traffic at the library. Tallent pointed out that the Expo can be held any time, but the library’s birthday is concrete. Bev Boyda suggested asking if we can advertise the event on the Lonsdale Liquor sign and Tallent said she would ask. Bev Boyda asked if we planned to have cake, but Tallent cited cost and dietary concerns for customers as reasons not to. Bev Boyda made a motion to proceed with the birthday party event as discussed with a spending cap of \$150, Amanda Motz seconded, all in favor, Bev Boyda, Amanda Motz, Karla Krammer, Stacy Kodada, and Cindy Furrer, none opposed, none abstained.

### **13. Next Meeting Date**

a. The next regular meeting date, February 20, 2013 was confirmed.

### **14. Adjournment**

Cindy Furrer made a motion to adjourn, seconded by Bev Boyda. All in favor, none opposed. Meeting adjourned at 7:29p.