

**MINUTES
CITY OF LONSDALE
LONSDALE PUBLIC LIBRARY BOARD
September 19, 2012**

1. CALL TO ORDER

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

2. ROLL CALL

MEMBERS PRESENT: Langer, Matchinski, Boyda (joined at 6:50)

MEMBERS ABSENT: Furrer, Kodada

STAFF PRESENT: Diana Tallent, Library Director; Joel Erickson, City Administrator;

VISITORS: Bryant Tate, Terry Rogers, Judy Beckers, Char Tate, Jan Hunter, Robert Elliott, Lawrence Novak, Larna Novak

3. APPROVAL OF AGENDA

Motion by Langer to approve the agenda, 2nd by Boyda. Motion carried 3-0.

4. APPROVAL OF THE MINUTES

Motion to approve amended minutes by Langer, 2nd by Boyda. Motion carried 2-0 with Matchinski abstaining as she was not present at the August 15, 2012 meeting.

5. PUBLIC HEARINGS

None

6. PRESENTATION OF CITIZENS PETITIONS AND COMMENTS – COMMENTS LIMITED TO TWO (2) MINUTES

Bryant Tate, acting Friends President, began his presentation on behalf of the Lonsdale Public Library (LPL) Friends group by commending Tallent for all of the hard work and dedication she provides to the LPL. In addition, he shared the Group's wishes that the LPL Board members spend time at the LPL to witness and understand the amount of work and time the employees of the LPL put in to make the library work.

Terry Rogers stated his desire for LPL Board members to volunteer at and utilize the library as a way to increase the Board's understanding and knowledge of the LPL operations.

Tallent suggested that all future LPL Board members be given the tour all existing Board members received at the May 16, 2012 Board meeting as a way for new Board members to familiarize themselves with activities at the LPL.

The Friends group members in attendance extended an invitation to all LPL Board members to attend the next meeting of the Friends group currently scheduled for 6:30 p.m. on November 1, 2012 at the LPL meeting room.

Tate submitted a letter addressed to the LPL Board members signed by members of the Friends group. The letter requests all LPL Board members to volunteer at the LPL for two to three hours on a regular basis. The letter is attached to these minutes as a reference.

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

Tallent presented the financial report to the Board indicating nothing unusual to report regarding the monthly expenditures and revenues. The Board accepted the report.

9. COMMITTEE REPORTS

None

10. DIRECTOR'S REPORT

Tallent reported that the Minnesota Library Association's (MLA) annual conference will be held October 3-5, 2012 at the River Center in St. Paul. Tallent and Jenni Geist, Circulation Clerk, will attend the entire conference. Tallent reminded the Board that she received a grant from SELCO covering the cost of her attendance. Diana's son Jake Tallent will assist Darlene Smisek, Shelving Clerk in covering the hours the Lonsdale Public Library (LPL) will be open during Tallent and Geist's absence.

Michael Hall, a 2011 Minnesota Book Award winner for his children's book *My Heart is Like a Zoo* will be making an author tour visit to the LPL on October 20th at 1:00 p.m. This visit is supported by Legacy Amendment funding.

11. OLD BUSINESS

Tallent has received four applications, three which are complete, for the Library Clerk vacancy at the LPL. Tallent, Erickson, Langer and one other LPL Board member will interview the candidates as soon as an acceptable date can be arranged for both the applicants and the interview panel.

12. NEW BUSINESS

Tallent informed the Board of an incident at the LPL involving two small children ages three and five visiting the LPL without adult supervision. This incident prompted Tallent to reach out to colleagues regarding an Unattended Children's Policy. Using the information received from colleagues, Tallent prepared and presented the Board with a policy for their review. The Board chose ten years of age as the acceptable age for visiting the library without adult supervision. The Board chose not to include a clause indicating that children of younger age groups could be present in the library without supervision under separate policy guidelines. Langer motioned to approve the policy as amended, 2nd by Matchinski. Motion carried 3-0.

13. NEXT MEETING DATE

The next meeting will be held Wednesday, October 17, 2012 @ 6:30 p.m. in the small meeting room.

14. ADJOURNMENT

Motion by Langer, 2nd by Matchinski to adjourn. Motion carried 3-0.
Meeting adjourned at 7:22 p.m.

Submitted by
Patricia Langer
Secretary

Attachment

Dear Lonsdale Library Board Member,

September 19, 2012

As members of the Friends of the Lonsdale Public Library, we would like to respectfully request that all library board members volunteer two to three hours on a regular basis in order to become more fully acquainted with the day to day operations and needs of the library.

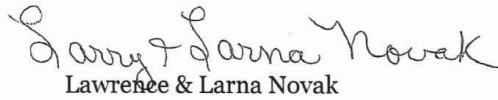
We hope to see you in the library soon.

Sincerely,



Bryant Tate

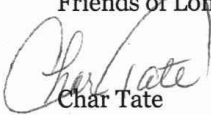
Acting President



Lawrence & Larna Novak

Friends Members

Friends of Lonsdale Public Library

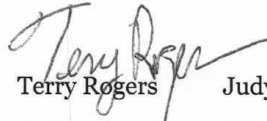


Char Tate

Friends Member

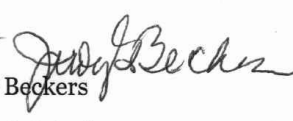
Vi Miller

Friends Member



Terry Rogers

Acting Secretary



Judy Beckers

Friends Member



Jan Hunter

Friends Member



Robert Elliott

Friends Member