

Board of the East Grand Forks Campbell Library
Minutes from April 24, 2012 meeting

Present: Gary Christianson, Pat Jacklitch, Mike Pokrzywinski, Kay Buckalew, Judi Loer, Scott Huizenga and Charlotte Helgeson

Absent: Sharon Budge and Mary Gail Homstad,

- I. Motion to accept minutes by Jacklitch with a second by Pokrzywinski. Passed.
- II. Motion to pay bills by Buckalew and second by Loer. Passed.
- III. Old Business
 - A. The City Council approved a contract for Kraus-Anderson to begin construction activities for a rebuild of the small roof, re-shingling of the large roof and interior items in the amount of \$282,186.00.
 - B. A budget transfer of \$20,000.00 to the Library for ILS replacement was approved by City Council. The first conference call to work on data migration took place April 23. Go-Live date is proposed for August 6, 2012.
- IV. New Business
 - A. Jacklitch made a motion to pay staff for one hour when closing or opening the Library outside regular hours and to raise the fee to \$15 per closing and opening outside regular hours. Second by Buckalew. During discussion, Pokrzywinski pointed out that a standard service call is 1 hour. Helgeson gave information that an average amount room rental in EGF is \$50. The Library's fee is in line with that amount. Motion passed.
 - B. Board discussed Library staff proctoring tests for patrons. Helgeson presented information about forms other libraries require, that some refuse to proctor and others require a fee. The Campbell Library currently works well with local students and recommends no change in the simple process of scheduling proctoring without a fee or registration. No action taken.
 - C. Helgeson handed out an email with concerns about the Library's Juried Photo Exhibit and her response. No action taken.
 - D. McFarlane submitted a Maintenance proposal for the Library's heating and cooling system for an annual fee of \$1500.00. Jacklitch made a motion to accept. Second by Pokrzywinski. Discussion raised the following questions that Helgeson will get answered. 1) How many visits per year? 2) Are belts and filters included? 3) Will McFarlane work with previous HVAC software providers for reprogramming of the system? Board passed the motion.
 - E. C. Flaagan has provided a Sing-Along for our Dial-a-Story as part of her Music Therapy program. She has also worked with Readers Theatre and will work with Story Time.
 - F. The Community Foundation grant application for a mobile technology upgrade was denied.

The next meeting will be Tuesday, May 29 at 7 a.m. in the Library meeting room.