

## Minutes from January 31, 2017 East Grand Forks Campbell Library Board meeting

Present: Sharon Budge, Therese Tiedeman, Zach Finney, Karl Ohrn, Henry Tweten, Jeff Westrem and Charlotte Helgeson

- I. A. The meeting was called to order. Nominations for Presidents were opened. S. Budge nominated T. Tiedeman, second by J. Westrem. H. Tweten moved that nominations be closed. Unanimous vote.  
  
B. Nominations for Vice-President were called. Tiedeman nominated S. Budge, second by Westrem. H. Tweten moved nominations be closed. Unanimous vote.
- II. After discussion, the Board chose to continue meeting at Seasons Restaurant at 7 a.m. the last Tuesday, January through November.
- III. Minutes were reviewed. A motion by S. Budge to approve, second by K. Ohrn. Unanimous vote.
- IV. A. December 2016 bills were reviewed. A motion by H. Tweten to approve with a second by S. Budge. Unanimous vote.  
  
B. January 2017 bills were reviewed. A motion to approve was made by S. Budge with a second by K. Orhn. Unanimous vote.
- V. Old Business
  - A. The Public Services Librarian questionnaire has been completed and sent to HR that passed it onto Springstead for description creation and pointing. It should be back early February and will then be sent to the Board and Council for approval and to be advertised. We'll plan to hire in March. Part-time staff has been informed of potential hour cuts (30-50 hours) due to the full-time hire.
  - B. Eight hours of training has taken place under the Equinox contract. They have been quickly responsive with the changeover.
  - C. The NW MN Arts Council Grant has been reworked and resubmitted. It no longer includes any of the technical programs like RALF and Tinkertown. It does include Arts in the Park collaborating with Parks & Rec. We will be working on individual sponsorships for programs.
  - D. EAPC is working with Proskiw Engineering to solve our ice damming issues. EAPC is also working on an overview of our HVAC system with the initial intent of preventing the replacement of windows. The work may also help with the heat loss creating the ice dams.
  - E. The Board received a copy of the most recent report of the 2016 status. To date, the library's budget is over by 1.3%. There were concerns in 2016 for Maintenance. The current roof work will be paid for through building funds, not Maintenance.

## VI. New Business

A. The Board reviewed the 2017 Budget that included their final recommendation of reducing general spending by \$14,100 and keeping the new full-time position. The additional line for Ematerials at \$10,000 was included along with \$1000 for Small Tools and Equip. for Programming. Most line items were maintained at the same level as 2016.

### B. Programming

1. Tutoring has started with a single tutor on Tuesdays and Wednesdays from 3:30-5:30.
2. Pop-Up Libraries will begin in February at Good Samaritan's and the Food Shelf. The Friends of the Library are purchasing the cart, crates and tablecloth.
3. The Library is collaborating with Parks and Rec on Arts in the Park, 3 times this summer along with activity ledgers and possible duffel bags for checkout to use fishing or geocaching.

Next meeting will be held on February 28, 2017 at 7 a.m. in Seasons Restaurant.