

GRAND MARAIS PUBLIC LIBRARY BOARD MINUTES

Monday November 21st, 2016

Call to order

Chair Audrey Stattelman called the meeting of the Grand Marais Library Board to order at 5:31 PM at the Grand Marais Public Library.

Attendance

Members Present: Sally Berg, Helen Muth, Jan Sivertson, Audrey Stattelman, Brienne Moody and Director, Steve Harsin

Members Absent: Hillary Freeman and Jay Arrowsmith-DeCoux

Visitors

The Library Friends were not represented.

Consent Agenda

The Consent Agenda included: the Minutes from the September 22nd meeting and the bills submitted to the city council for payment. There were changes made to the minutes: 1. Neil Sherman's name needed to be spelled correctly and 2. Hillary Freeman needed to be taken off of the list of board members present. A motion and a second were made by Berg and Muth to approve the Consent Agenda with the changes to the minutes listed above. The motion carried.

Library Friends Liaison Report

The Director reported on the part of the Library Friends since a representative was not present. The director reported that at the last Friends meeting they decided on who would do what in the coming year.

Committee Reports

- Financial Committee: Steve, Jay, Hillary, & Audrey. No report
- Policy Committee: Steve, Audrey, Sally, & Brienne. No report
- Legacy Art Project Committee: Steve, Sally, Helen, Jay. No report.
- Personnel Committee: Steve, Audrey, Sally, & Jan. No report
- Film Night Committee: **Hillary and Helen - "Friday Night Reels". Update.**
- Art Committee: Sally, Brienne, Jan. No report.

Director's Report

The Interviews for the Assistant Director: There were five applicants interviewed and two members of the Library Board interviewed the candidates alongside the director and Mike Roth.

Brochure: The Library Brochure has been updated.

Upcoming Events:

Nov. 23 – Library closes early for Thanksgiving

Nov. 24&25 – Library closed for Thanksgiving.

Nov. 26 – Library re-opens.

Dec. 2 – Steve scheduled off

Unfinished Business:

- Board Self Evaluation: Five of seven evaluations were returned, the Chair had compiled the results and summarized that General Knowledge results were strong, Board Operation was strong, Fundraising was an area that was quite low, Advocacy was strong, Lobbying was a weakness, Decision Making was strong, Strategic Planning was medium strong, Policy Making was medium strong Finance was strong and Professional Development could use some work, specifically the board reported that there was room for improvement in their understanding issues at the state and federal levels, fundraising and lobbying
- Strategic Planning: The facilitator will have a quote ready by the December meeting
- Library Board Succession Planning: Brienne Moody resigned and the board accepted the resignation.
- Absences: There was a a discussion as to whether or not the board should consider changing the bylaws to limit the number of absences allowed for board members.
- Personnel Committee Feedback: If anyone on the board wants to give feedback regarding the new hire, they need to do so before December 1st, 2016.

New Business:

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- Librarian I Start Date: The Chair proposed that the board change the Strategic Plan Goal 6/Item 3, which reflected a Librarian I position A motion and a second were made by Sivertson and Muth to change the date to January 2017. The motion carried.
- GMPL Annual Calendar: The Board reviewed meeting dates and library closure dates for 2017. A motion and a second by Sivertson and Muth were made to accept the calendar as presented. The motion carried.
- Staff Treat: If board members would like to bring a in a treat for the staff for the holidays that would be great. There are nine staff members.

Adjournment: 7:03pm

Next Meeting: December 19th, 2016 at 5:30 pm. Bring a sweet to share.