

Minutes for Monday, November 26, 2018

Grand Marais Public Library

Call to Order: 5:32 PM at the Grand Marais Library

Present: Helen Muth, Hillary Freeman, Jan Sivertson, Jon Books, Jay Arrowsmith DeCoux, Gwen Danfelt, Steve Harsin

Absent:Judie Johnson

Introductions of visitors

None

Consent Agenda

- November 26 Agenda
- Minutes from October 22, 2018, meeting – attached
- Bills submitted for payment on: 11/5, 11/6, 11/16 – attached
- *Addition made at “New Business”

*Muth declares Consent Agenda approved hearing no objection.

Director’s Report – attached

Library Friends Liaison Report

**No Friends representative was present. Harsin spoke of his concern regarding the future of the group and reports that the organization is having an existential crisis concerning its purpose. Solutions need to be found for: Storage, Manpower, Recycling of unwanted books. The Board will take this issue up at a future meeting to see how the Library can help keep the Friends group going.

Committee Reports

- *Financial Committee:* Meet with County 11/27.
- *Policy Committee:* Need to review policies. Muth stressed that the Board has a commitment to “review” policies every 5 years.
- *Personnel Committee:* Director annual review update. In progress. Also, orientation will be held for new/existing Board members at the beginning of 2019 as per motion made at previous meeting.

Unfinished Business

- Review Strategic Plan- Board shared satisfaction with work accomplished. Harsin answered questions about items not accomplished or partially accomplished.
- Nominating Committee- Moved to January meeting

New Business

- 2019 Work Plan- Harsin asked for input from the Board on additions/changes for the 2019 work plan. ***Motion to Approve:** Books, Second: Danfelt. Passes Unanimously.
- 2019 Calendar – holidays, board meetings December meeting moved to Dec. 16. ***Motion to Approve:** Freeman, Second: Sivertson, Passes Unanimously as amended.
- 2019 Activities Calendar: **Motion:** Danfelt, Second: Books. Passes Unanimously.

- 2020 Nominating Committee- See Above
- Update Board Handbooks- Harsin will digitize and put on Google Drive as requested.
- Freeman- *Read Brave* St. Paul- A potential resource to use

Meeting adjournment @ 7:10pm

Attachments:

Minutes of October 22, 2018

Bills of: 11/5, 11/6, 11/16

Director's report

Strategic Plan Update 2018

Strategic Plan Proposal 2019

October balance sheet

Duluth Superior Area Foundation September statement

Minnesota Community Foundation September statement

Next Library Board meeting is: December 17, 2018

[Mission Statement: The Grand Marais Public Library increases knowledge, inspires creativity, removes barriers, and builds community across Cook County.](#)

[EXPLORE. LEARN. CREATE. CONNECT.](#)

Director report, November 2018:

Calendar is done, as are the holiday closings and board business calendar. To be reviewed at the board meeting for approval. Library will be open Columbus Day (Indigenous Peoples' Day).

Planning on closing the library for Christmas Eve (half day as designated last year when holiday calendar was set.)

Film Series is set, as is Winter Wednesdays. See document attached to board packet.

Response to We're Thankful for You! has been overwhelmingly positive. This has allowed us to clean up a number of children's accounts, and to welcome them back to the library. Some had balances that had been riding for a long time.

JR: Guns In America – his recent exhibit, which was commissioned as a cover for TIME Magazine, and opened in NYC, Dallas and Los Angeles as an exhibit, and which can be accessed online at Time.com/guns-in-america was offered shortly after it's opening to organizations that might want to host it in their community. I applied, and a few days later, we were notified we were awarded an exhibit. Talked to Johnson Heritage Post, and it sounds as though they are enthusiastic about providing the site, and working together with us. JR is an international sensation. We have a movie, *Faces Places*, that showcases his work, and books as well. *Faces Places*, you'll note, was chosen by the Film Committee as part of the Friday Night Reels.

The Library received the Library Journal Five Star designation for the 11th year. They aren't making as big a deal this year as they did for the 10th. I've mentioned it on air at WTIP.

Computer installations are moving forward – Faronics upgrades, Windows 10 upgrades, Changes to public access portals, re-installation of the Cloud Key, which counts the number of WiFi sessions logged in the library.

Updates have been made to the library web page. More to come in 2019. Updated page increases access to electronic resources of all types – a form of outreach to our users throughout the county. A press release went out just prior to Thanksgiving about how to interact with the library through the holidays – another outreach activity.

Outgoing board members must return board manual at December meeting.

Updates to manual documents & policies section (third tab in most manuals) – board members are responsible for reviewing all documents in their manual to be sure they have the current document.

Soozin Hirschmugl, (sPARKit!), has kidney cancer. I'm told her prognosis is good, but that's why we have not yet received our report. The coordinator for Ready Go Art is to keep me informed.

Harsin will bring the 2019 Library Budget to the County Board Tuesday, November 27th.

Harsin reported that his preparation for the meeting took a significant amount of his time and required hundreds of pages of paper. He requested that the Board allow him to share packet materials via a shared, read-only, Google Drive. Board consensus was to move forward with this idea.