

MINUTES
McMillan Memorial Library
Board of Trustees
April 19, 2017

DRAFT

Subject to
Approval

President Zacher called the regular monthly meeting of the McMillan Memorial Library Board of Trustees to order at 4:00 p.m.

ROLL CALL ATTENDANCE:

Present: Anne Zacher, Andrea Galvan, David Farmbrough, Kevin Finbraaten, Colleen Dickmann, Susan Bovee, William Clendenning, and Scott Kellogg.

Absent: William Jacobs

Administration: Andrew Barnett, Vicki Steiner, and Brian Kopetsky.

Others in attendance: Rick Potter

CORRESPONDENCE: There were no items of correspondence.

MINUTES: **A motion to approve the Minutes of the March 15, 2017 Library Board meeting as amended was made by Ms. Galvan, second by Mr. Finbraaten. Motion carried.**

TREASURER'S REPORT: Mr. Barnett presented the financial reports for April 2017. **A motion to approve the financial reports and payment of the Operating and Endowment Fund bills was made by Ms. Bovee, second by Dr. Dickmann. Motion carried.**

DIRECTOR'S REPORT:

Library Use and Events – The Spotlight Talent Show drew 140, a nice fit in the theater. The Teen Job Fair took place April 17, with 160 participants. A Hmong themed Friends, Food and Family event drew 60. There was a workshop with Poet Laureate Karla Huston on April 18. Upcoming concerts include the Bob Schulz Frisco Jazz Band on April 27 (arranged by George Mead) and The Crane Wives on May 18 (sponsored by the Mead Witter Foundation).

Buildings and Grounds – The rain garden on Garfield is showing cracks and shifting. This will be discussed with the City.

Solar Project –NWRE is preparing firm numbers on several options for Board consideration. Legacy Solar Coop will use those numbers to prepare a Tax Sponsor package. Two Board members attended a City committee meeting, where our solar project was endorsed / supported. My goal is to have a range of proposals ready for a committee meeting in early May. Remember that the Library / City would not own the array, merely buy the power, at least for the first seven years.

Miscellaneous – We have put off replacing our self-checks, waiting as the companies consolidated. We will be replacing two of them today and the other (plus the security gates) next year. Due to the rising cost of EM security, we are moving to RFID. This will

be mainly invisible to patrons, but will require us to put RFID tags in most of the collection.

Collections are being shifted, starting with a move of magazines, CDs and audiobooks to the Reading Room and Young Adult, new fiction and new non-fiction to the Commons. Later, we plan to move the service desk closer to the entrance. Our goal is to have more high use collections in the Commons, without adding more shelving.

Arrangements have been finalized for concerts by Ron McCabe (June), Great Northern Chorus (November) and Monteverdi Chorale (December).

COMMITTEE REPORTS: There were no committee meetings held during the month.

OLD BUSINESS: There were no items of Old Business to bring before the Board.

NEW BUSINESS: Mr. Barnett noted that the Library is scheduling the annual Staff Development Day & Staff & Volunteer Luncheon on either May 4th or 11th. The Library will be closed until 1:00 p.m. on that day.

A motion to adjourn was made by Ms. Galvan, second by Mr. Finbraaten. Motion carried and the meeting adjourned at 4:47 p.m.

The next regular monthly meeting of the McMillan Memorial Library Board of Trustees will be held in the McCourt Conference Room on May 17, 2017 at 4:00 p.m.

Respectfully submitted,
Vicki Steiner, Secretary