

LIBRARY BOARD MEETING

November 14, 2012

Present: Janet Dalgaard, Lisa Dunne, Doug Erickson, Kathy Graef, Sterling James, Tom Miller, Pam North and Mary Jo Steele

Staff: Diane Satchwell and Joanna Campa

Other's Present: Teri Cummings, City Councilor

Absent: James Milne

Library Board Chair Doug Erickson called the meeting to order at 5:50pm.

Minutes Approval: **Kathy Graef moved to approve** the August minutes. **Tom Miller seconded** the motion. The motion **passed 8:0**.

Agenda Review: No changes were made to the agenda.

Directors Report:

Citizens Advisory Board – Library Director Diane Satchwell asked the Board members whose terms were up at the end of 2012 to please renew as soon as possible. Both members stated they have already reapplied.

2013 Goals –Mr. Erickson went through the check list to set the Goals for 2013. The Board started out by re reading the 2011-2012 Goals, checking off what had been accomplished. The Board decided that completing construction on the parking lot was their biggest and most important goal for 2013. Also, moving forward on the children's room remodel is also high on the list. With the Foundation wanting to help with this project, the Board discussed at detail, how the structure of the relationship between the Board, Friends of the Library and Foundation are to work to further improve and assist the needs of the Library. They noted that clarity needs to be given to show the structure between the Library Directory, Board, Friends and Foundation. Also, that the structure of how the Foundation works internally needs to be put in writing to help clarify. Ms. Satchwell stated that there would have to be a change in the bylaws but it is possible.

Terri Cummings joined the meeting at 6:25pm.

Continuing with the Goals, required resources needed, the Board stated they needed to modify the charter of the Foundation. With the upcoming City deficit for 2013, the Board would like to make the City Council aware that the city needs to maintain funding for the programs that benefit the citizens of the library.

Parking –Ms. Satchwell submitted the parking application. It was deemed incomplete. She had to withdraw the application. She resubmitted the application with the new date of 10/15/12. At this time we do not know when the application is going to the Planning Commission. The City attorney is going over the application making sure we have covered all of our bases. We need to be sensitive to the water resources. Also, with the elevation, we need to make sure it is within the ADA certification. The neighbors have been very agreeable to working with us. They're very supportive and believe it will be a great addition to the neighborhood. While the library's roof was being worked on, Polar and Windemere Realty gave the library parking spots as the construction took up many of our back lot parking. These businesses have moved forward and are now willing to work with us, because they know the parking lot is going to be built. They are very supportive of the library and are willing to come to the Planning Commission meeting. Ms. Satchwell received a comment card that stated *"how can you call yourself a public library when the public can't even get in the parking lot!"* There is a little time to work things out before appearing before the Planning Commission.

Friends of the Library Report: The Friends have done the best they have ever done in the store. They did however unfortunately have thefts from the upstairs display.

Foundation Report: Ms. Steele has not been able to attend the Foundation meetings due to the time it is held. She will be attending the meeting coming up in December that is scheduled for later in the day.

Board Comments: The Board discussed having a December meeting. The Board is waiting to see when the parking application is going to the Planning Commission and will decide at that time.

There being no further business, Library Chair Doug Erickson adjourned the meeting at 6:45pm.

Respectfully Submitted,

Joanna Campa
Recording Secretary