

Carmen Tribbett questioned the job description wording that notes “The Board has a policy regarding the number of absences from regular Board Meetings.” Board members present were not aware of the policy or where to find the wording of the policy. Ann Hokanson advised that she would look into the origin of that wording, and the actual wording of the policy would be added to the job description or the reference would be removed.

Gift Policy

Carmen Tribbett posed a question regarding how the library would handle a situation where a donor makes a request for a gift to be returned to the donor. Ann Hokanson advised that the library’s gift policy makes no promise to return a donated item, though it reserves the right to do so if the library should so choose.

Carmen Tribbett inquired as to what the “government symbols” are that are referred to in the policy. Ann Hokanson advised that these symbols would be the flags outside and inside the library.

Sally Baker noted a concern over the library getting into a situation where a donor gives an item to the library on the condition that the library will give the item to the donor’s heirs in the future. Ann Hokanson advised that the policy and letter to the donor specifically state that it is up to the library to determine how gifted items are handled and disposed of, once they are accepted by the library.

Art and Non-Collection Materials Policy

Carmen Tribbett noted that the wording regarding the right to dispose of gifts included a reference to the Materials Selection Policy, but the Materials Selection Policy makes no mention of disposing of gifted items. After brief discussion, the board agreed to simply remove the reference to the Materials Selection Policy from the Art and Non-Collection Materials Policy, since the additional wording was not necessary to a clear understanding of the policy.

Sally Baker moved to accept the revised Library Board Job Description, Gift Policy and Art and Non-Collection Materials Policy with the changes as noted in the discussion. Carmen Tribbett seconded the motion. Motion carried.

COMMITTEE REPORTS:

Becky Repinski reviewed the suggestion from the January 2011 board meeting to eliminate all Library Board committees except for those standing committees (Finance Committee, Personnel Committee, and Building & Grounds Committee) outlined in the Bylaws.

Duane Feragen made a motion to eliminate all but the three standing committees, and Barry Irish seconded. Motion carried.

DIRECTOR’S REPORT:

Staffing

Ann Hokanson advised that Anita Bruggeman took a special phased-retirement option from the City, and her final day was December 31, 2010. Ann noted that Anita may return as a contract employee to assist with special projects, such as the Summer Reading Program (which Anita has assisted with for the last two summers in the absence of a children’s librarian). Ann advised that Anita would no longer perform any circulation- or processing-related tasks and would work under a signed contract.

Ann Hokanson informed the board that another employee, Brandon Jensen, left the library after eight years of employment as a page and a clerk. Due to the questionable status of LGA and other budget concerns, Ann advised that rather than hiring a replacement at this time, she is giving additional hours to other part-time staff to cover the work. Duane Feragen inquired as to whether the additional hours will cause any issues with benefits requirements. Ann Hokanson responded that this is not a concern due to the particular circumstances of the staff involved.

Ann Hokanson pointed out that the library staff has been able to maintain coverage for the open hours up to this point through the use of the substitute librarians and additional hours for part-time staff.

Duane Feragen asked whether bringing Anita Bruggeman back as a contract employee would cause any problems with her retirement benefits. Ann Hokanson advised that this issue has been discussed and since no contract was created within 60 days of Anita's retirement date, there would be no problems with doing so.

Library Programs

Ann Hokanson reported that there have been a lot of activities going on at the library, including a concert on February 11. She advised that there would be another concert, by Musician Todd Green, on March 15, at the Paramount.

On March 11, Austin Big Band will perform at El Parral ballroom and kick off the New Harmonies Smithsonian Exhibit, opening at the library on March 12. Ann advised that an installation training will be held here on March 7 and 8, as this is the first exhibition in the area. Ann also noted that volunteers are being recruited by the library and by Dustin Heckmann and the Mower County Historical Society, since the Smithsonian requires that a monitor be present in the exhibit room at all times when it is being viewed by the public. For times that volunteers are not available, staff will attend to monitoring the exhibit.

In addition to the kickoff event at El Parral, Ann Hokanson announced, there will be two major concerts and a dance performance in conjunction with the New Harmonies Exhibit. Ann also noted that during the New Harmonies exhibit period (through March and April), library staff will also be preparing and planning for the Summer Reading Program. Ann expressed that she hopes to simplify the program and, at the same time, make it more effective with a focus on increasing reading. She stated that research shows that simply giving away books to children is a more effective way to get them to read, so the library will now be allowing each child to select a free book when they sign up for the reading program.

SELCO REPORT:

Sally Baker reported on statistics from a recent SELCO meeting: there are over 3,543,000 items in the SELCO catalog, and over 4,000 items are exchanged each day.

Sally advised that SELCO is in the process of producing a new "Poetic Strokes" book of poetry by area authors, and the deadline to submit poetry is February 15 for this year.

Sally Baker noted that there concerns had been expressed about how Legacy funding is appropriated because it can only be used for new programs, and they would like to see some changes in the criteria. She also noted a hearing scheduled for next week in the state

on the issue of removing Maintenance of Efforts requirements, which (among other things) mandate once a government entity (such as a city or county) agrees to fund a library, it cannot withdraw the funding by more than a specified amount at any given time.

OTHER BUSINESS: None.

JANUARY 2011 GIFTS REPORT:

A motion was made by Pat Toschak, seconded by Barry Irish, to approve the January 2011 gifts report. Carried.

CITIZEN'S COMMENTS: None.

BOARD COMMENTS: None.

ADJOURNMENT:

Motion made by Sally Baker, seconded by Barry Irish, to adjourn at 5:10 p.m. Carried.

Respectfully submitted,
Sara Steinhoff
Recording Secretary

NEXT MEETING
4:00 p.m., Monday, March 14, 2011