

periodicals) is still in good shape and represents a lesser percentage of the annual budget than other costs, so cutting in that area would not considerably impact our overall expenses at this time.

A motion was made by Sally Baker, seconded by Pat Toschak, to approve the February 2011 bills. Carried unanimously by roll-call vote.

POLICY REVIEW/REVISIONS:

Policy on Conduct and Rules of Conduct

Ann Hokanson advised the only major change in the proposed revision to the Policy on Conduct was to remove redundant and extraneous language in the introductory paragraphs. Ann further noted the Policy on Conduct states the Library Director is responsible for determining the rules of conduct, so the revisions to the rules would not require formal approval by the board.

Sally Baker asked whether the Rules of Conduct have ever been reviewed by the city attorney. Ann Hokanson replied the rules have not been reviewed, but they are standard rules in keeping with the norm of what most public places use.

Sally Baker commented she did not see any rules regarding viewing of pornographic material on the library computers. Ann Hokanson advised this issue is specifically addressed in the computer use policy, but is also covered under the rule prohibiting misconduct that disturbs other patrons or staff. Duane Feragen asked about the potential for accessing illegal or otherwise inappropriate material on personal laptops while using the library's wireless internet access. Ann noted the library has the capacity to filter that material through use of passwords and other mechanics to some extent, but such efforts would be cumbersome and restrictive, so any complaints of patrons doing such things would be dealt with as they arise.

Ann Hokanson remarked the only substantive change in the Rules of Conduct was to eliminate the minimum age for children to be in the library without a parent or other adult accompanying them. Ann explained a rule has been added to hold parents and guardians responsible for the behavior of their children in the library, whether or not the parent is present in the library.

Carmen Tribbett inquired as to whether the computer lab is monitored by library staff. Ann Hokanson replied it is not continuously monitored, but is watched by the librarian at the reference desk. Ann noted there was no change made to the minimum age requirement for a patron to be at least 12 years old to use the lab computers without an accompanying adult.

Policy on the Distribution of Free Non-Library Print Materials

Ann Hokanson noted the printout of this policy was provided to the board for reference purposes because it is referred to in the Rules of Conduct and the policy itself is up for review by the board in June 2011. Carmen Tribbett requested a change in the language of the policy to clarify decision-making authority lies with the "Library Director," rather than the non-specific language using "the library."

Duane Feragen moved to adopt the revised Policy on Conduct and the revised Policy on the Distribution of Free Non-Library Print Materials with the changes as noted in the discussion. Pat Toschak seconded the motion. Motion carried.

COMMITTEE REPORTS:

Ann Hokanson advised the Building and Grounds Committee is scheduled to meet immediately following adjournment of the board meeting.

DIRECTOR'S REPORT:

2010 Annual Report

Ann Hokanson reported the deadline for submission of the 2010 Annual Report is April 1, 2011, and library staff are currently compiling and entering the information. She stated the report does not require approval by the board, but does need to be signed by the board president, Becky Repinski. Ann advised the final report will be provided to the board following its submission.

New Harmonies Exhibit

Ann Hokanson updated the board members regarding the traveling Smithsonian Museums on Main Street exhibit, "New Harmonies," advising the exhibit is open and several concerts and programs would be held in the coming weeks during the exhibit. Ann requested board members attend as many of the programs as possible and invited the board to tour the exhibit following the meeting.

SELCO REPORT:

Sally Baker shared information she received from the lobbyist for the Minnesota Library Association, which stated the hearing on Legacy Funding was postponed to March 25, 2011, and urged everyone to contact the legislators and ask them to support continued funding of the program for an additional two years. Ann Hokanson noted she believes the state will continue to provide some form of funding for the arts, but it is yet to be decided how funding will be distributed.

Sally Baker and Duane Feragen both stated they would like to see funding sustained, but broadened to include allowances for continuing programs, rather than restricted to new program ideas only. Carmen Tribbett commented that if each board member made a call to a legislator, it would likely be enough to bring the representative's attention to the issue. Ann Hokanson noted Mary Murphy is the legislator largely responsible for the Legacy funding, though she is not the representative for our geographic area.

OTHER BUSINESS:

Ann Hokanson reported she had talked to Tom Dankert, in the City Finance Department, regarding Carmen Tribbett's question from January regarding the discrepancy between the year-to-date balance on the monthly Gifts Report and the balance in the Gifts and Memorials account in the Monthly Finance Report. Ann advised this is due mostly to the timing of when gifts are received in the office from library supporters and when the gift amount is posted to the finance system. In addition the finance report would reflect interest earnings and other items that would cause the balances to not match dollar for dollar, since they are used to record slightly different information.

FEBRUARY 2011 GIFTS REPORT:

A motion was made by Sally Baker, seconded by Barry Irish, to approve the February 2011 gifts report. Carried.

CITIZEN'S COMMENTS: None.

BOARD COMMENTS:

Sally Baker and Pat Toschak advised they will be unable to attend the April 2011 board meeting.

ADJOURNMENT:

Motion made by Barry Irish, seconded by Duane Feragen, to adjourn at 4:40 p.m.
Carried.

Respectfully submitted,
Sara Steinhoff
Recording Secretary

NEXT MEETING
4:00 p.m., Monday, April 11, 2011