



**City of Newport
Library Board Meeting
September 26, 2013**

1. CALL TO ORDER

President Bailey called the meeting to order at 4:00 p.m.

2. ROLL CALL

Board Members present – Jo Bailey; Nancy Wetsel; Beverly Bartl; Pam Geraghty; Sheila Laughton

Board Members absent –

Also present – Deb Hill, City Administrator

3. SECRETARY'S REPORT

A. Minutes of the June 6, 2013 Regular Meeting

Motion by Laughton, seconded by Geraghty, to approve the June 6, 2013 minutes as presented. With 5 Ayes, 0 Nays, the motion carried.

B. Minutes of the August 14, 2013 Workshop Meeting

Motion by Laughton, seconded by Geraghty, to approve the June 6, 2013 minutes as presented. With 5 Ayes, 0 Nays, the motion carried.

4. OLD BUSINESS

President Bailey - I was looking back and I know the doors were ordered some time ago, were they put in?

Admin. Hill - They were installed. Bruce told me today that there is a crack in one of the doors and he'll be contacting the manufacturer to have it fixed or replaced. They will also be painted green.

Sheila Laughton - They are beautiful. I was working there Sunday and there were some problems lining them up but that's common in old buildings.

President Bailey - Also, one of the questions we had was to find out if we were given the summer program and books. They were going to give us the best sellers every six months or so. I think Renee was going to call Pat.

Admin. Hill - I did get an email from Renee and she said that the programming with Washington County was going through Mike and will now continue with Jamie.

Pam Geraghty - So we should continue to get the books?

Admin. Hill - I believe so.

Sheila Laughton - Were these books that needed to be returned to Washington County?

President Bailey - I imagine they would need to be returned but I don't think we've worked that out.

Admin. Hill - I believe they would be returned.

Pam Geraghty - I understood that we would get some and then rotate every couple months.

Sheila Laughton - I know we didn't get any when Mike was working there. I would like to have some books.

President Bailey - Yes, those were promised to us and it'll make some work for our librarian because she'll need to keep track of them.

Beverly Bartl - Did we have the program this summer?

President Bailey - I don't believe so. Maybe I'll give Pat a call to make sure we get all that they promised us. Another item was we were wondering what the Council expects from us now that the library has changed. Has anyone talked to you about that?

Admin. Hill - Nothing per say. I'm sure the program direction is your charge about what you'd like to see. I'm sure the new librarian will have some ideas.

Pam Geraghty - We'd like to have her come to our meeting as well.

Admin. Hill - Yes.

President Bailey - And then we'll go over everything with her.

5. NEW BUSINESS

Sheila Laughton - I'm not sure if this is old or new. Under MN Statutes, which were so significant on whether or not we would be open on holidays, there's also rules and regulations about library boards so I'm thinking we need to change our name since we're not going to follow the rules and regulations for library board. Some of the duties include hiring and firing and handling money which I don't think we want to do so I think we need to change our name to something like "Library Advisory Board." If we're not going to follow the Statutes for a library board than we shouldn't call ourselves that.

President Bailey - That point is well taken. Does anyone have any ideas? I like the "Library Advisory Board."

Beverly Bartl - I like that too.

Sheila Laughton - I guess another issue which we had talked about and needed the Council's input. Is it mainly a library and then a community center or a community center and then a library?

Admin. Hill - That has never been established.

Sheila Laughton - Since we now have a Library Attendant, it implies that the library. I'm assuming that she has other skills than the library skills. She looks awesome from her resume. I do think it's important because it does impact some of the questions that Tracy had asked at the workshop about how much is it costing. He had asked for some information. When I was there at my volunteer shift I was very impressed with the number of people coming in.

Admin. Hill - I gave Tracy some numbers and it seems that Fridays and Sundays seemed sparse and we heard

that Sundays are pretty busy so Renee was going to follow up to ensure that the volunteers are recording the numbers accurately.

President Bailey - We've got it resolved then that we should change the name and we'll be checking in with Washington County Library Association.

Admin. Hill - That was the "Newport Library Advisory Board?"

President Bailey - Yes. And then we'll have coffee with Jamie at some point. I had another item for new business and that would be to get a fall program over there. I know Bob Vogel does a wonderful job and he said that he would like to come. Maybe there are interesting authors as well. If anyone has an idea we can get working on that for around Thanksgiving.

Pam Geraghty - I think it's so busy around the holidays so maybe January.

President Bailey - You're right.

Pam Geraghty - It would be fun to have him and have him suggest something to talk about.

Nancy Wetsel - I am interested in hearing from Cathy Wurzer about the Highway 61 book. I think that would be appropriate.

Pam Geraghty - I've heard her on channel 2.

Nancy Wetsel - I'll check on that.

Pam Geraghty - I think Fritz Knaak knows her as well.

President Bailey - Any other ideas?

Admin. Hill - I'll let you know if the Council has any ideas.

President Bailey - I noticed that Tracy had talked about how we show the value of the library at one of the meetings. Did he ever mention anything at a Council meeting?

Admin. Hill - No.

Beverly Bartl - I think people have asked him.

Admin. Hill - I did send him the numbers from the County but you can't really compare because we count people that come in where they compare items that are checked out.

President Bailey - I think we were thinking about some more publicity.

Nancy Wetsel - Has the Pioneer Press ever covered us? This is such a unique thing that we're doing here. I don't know if we need to approach someone.

President Bailey - That would be a good idea.

Pam Geraghty - We haven't had any like Lake Elmo or Hugo.

President Bailey - Does anyone ever call?

Admin. Hill - No but next time they call for something else I can throw in a plug.

President Bailey - Being that it's the second oldest library in the State merits some publicity.

Sheila Laughton - I thought we were the oldest library that has had continuous operation.

Admin. Hill - We'll be replacing some computers here at City Hall and will be moving our old ones to the Library. The computers at the Library now are Windows XP which will not be supported next year. These will be a nice upgrade.

Pam Geraghty - When will they do that?

Admin. Hill - We just ordered them this week and it'll take a couple weeks to get them and replace them.

President Bailey - There was one note that they were talking about the kiosks and one of the statements was that since it's been put in place no one has returned a book and I think they were talking about the book receptacle but I have brought books there. Does Washington County give us any notes on the kiosk?

Beverly Bartl - Didn't we hear about it at the last meeting?

Sheila Laughton - I use the kiosk.

6. LIBRARIAN'S REPORT

President Bailey - Do you want to bring us up to date on the new librarian?

Admin. Hill - Jamie worked for Hennepin County at Maple Grove and Washington County at Woodbury. She'll continue to work at Woodbury. She'll start on Monday.

President Bailey - Would it be helpful for us to have a job description?

Sheila Laughton - I believe Renee had sent one.

Admin. Hill - I can have her send it again.

President Bailey - Let us know if there's anything we can do to help out. When is our next meeting? The fourth Thursday of November is Thanksgiving. Do we want to meet the 21st of November or 5th of December?

Admin. Hill - Both of those are Council meetings so you'll just have to make sure you're done by 5:30 p.m.

Sheila Laughton - That should be fine.

Pam Geraghty - That works for me.

Nancy Wetsel - That works for me.

Beverly Bartl - That works for me.

President Bailey - Thank you for changing the time today. Could we meet at 4 on November 21?

Sheila Laughton - I don't think that would work for Tracy.

Nancy Wetsel - Would later work better for him?

Pam Geraghty - He's here by 5.

Nancy Wetsel - If I hear something about Cathy should I give you a call?

President Bailey - Yes.

7. ADJOURNMENT

Motion by Bartl, seconded by Laughton to adjourn the Library Board Meeting at 4:33 p.m. With 5 Ayes, 0 Nays, the motion carried.

Signed: _____

Jo Bailey, President

Respectfully submitted,

Renee Helm
Executive Analyst