

Wabasha Library Board of Trustees  
Meeting Minutes – July 12, 2010

The meeting was called to order by President Kennebeck at 4:35 p.m.

Present: Trustees Borg, Carrels, Gosse, Heimstead, Kennebeck and Tentis and Library Director McCaughtry

Absent: Trustee Gillespie

Also present: Workforce Development staff Ron Benson, Friends of the Library coordinator Shari Nichols, and Library volunteer Vicky Jaskierski

Borg moved approval of the minutes of the previous meeting. Carrels seconded, and the motion was carried unanimously.

Gosse moved approval for payment of bills as presented by McCaughtry. Carrels seconded, and the motion was carried unanimously.

Old Business:

- a. Nancy Holland's retirement – McCaughtry announced that it is not possible to use Library funds for the gift that was approved at last month's meeting. Trustees agreed that personal funds would be contributed for the gift.

Two agenda items of old business related to Library closures for the Director's furlough days (Volunteers to staff Library during furlough days / Non-consecutive days for furlough days) were not discussed because of a new opportunity for enhancing Library staffing.

New Business:

- a. Workforce Development youth worker for the Library – McCaughtry announced that a young woman is available to the Library 30 hours a week for 8 weeks through Workforce Development. She would do circulation, shelving and cataloging work, freeing the regular Library staff for other tasks. Her presence could make it possible to keep the Library open on the Director's furlough days, assuming that they would be taken during the eight weeks that this worker would be present.

Ron Benson described the program that makes this possible. Kennebeck asked whether the need for training would reduce the benefit of this opportunity. Borg noted that we will need to review the finances to be sure it will be possible to eliminate closures for furlough days, even with this new source of staffing.

After brief discussion, Tentis moved that we accept the proposed arrangement with Workforce Development. Carrels seconded, and the motion was carried unanimously. Benson indicated that he would complete the necessary paperwork with the City, and then he left the meeting.

- b. City council request about keeping the library open – McCaughtry stated that concern about Library closures had come up at the last City Council meeting. She has been asked to report back about what we will do to minimize the closures. Trustees concurred that the addition of the Workforce Development worker, with the need for closures reduced to Fridays only, should address the immediate concern. Trustees also agreed that there is no need for a formal report back to the Council.
- c. Self-check equipment report – McCaughtry informed the Trustees that the cost of this equipment, with installation charges, would be \$7,690. In addition, there would be an annual maintenance cost, probably a few hundred dollars each year.
- d. Substitute library assistant posting and job description – The position will be advertised in this week's Herald. A formal job description is still needed, and the position's compensation will depend on the job description.

Guest Comments:

Kennebeck asked whether Shari Nichols and Vicky Jaskierski wished to speak. Nichols said she was present mostly to observe the Board's process; she noted that she's the coordinator for the Friends of the Library now, and that group's ability to promote the Library depends in part on Board decisions. Kennebeck responded that specific suggestions would be welcome.

Jaskierski also commented that it is interesting to see the Board in action. She was wondering particularly about the preparation of our 2011 budget.

Directors Notes:

- a. McCaughtry commented on an opinion piece in the StarTribune that had been brought to her attention by Jaskierski. After brief discussion of the usefulness of such pieces, Borg offered to draft an article for the Herald.
- b. McCaughtry described a new capability being offered to SELCO libraries through an agreement with Overdrive for digital library materials, including eBooks and downloadable audio books. The cost for Wabasha Public Library to use this service would be \$385/year.

Trustees asked whether the offerings included non-fiction books and whether the Library would get usage statistics. Kennebeck said he would pursue fundraising for the cost of this service.

- c. Mystery author Julie Kramer will be at the Library September 18; this event is a SELCO-vetted, Legacy-funded event.
- d. Donations to the Library have been received from:
  - American Legion – an additional \$250 for the summer reading program
  - Dallas and Joanne Frandsen - \$25, in memory of Tullio Giuliani

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Trustees Concerns:

Heimstead inquired about the continuation of Legacy funding into the next State fiscal year and was told that this has been approved by the Legislature.

Gosse moved to adjourn. Carrels seconded, and the motion was carried.

Next Meeting: Monday, August 9, 2010, 4:30 p.m. at the Library.

Respectfully submitted,

Lenief Heimstead, Secretary